



City of Manassas, Virginia
City Council Meeting

AGENDA

City Council Regular Meeting
Council Chambers
9027 Center Street
Manassas, VA 20110
Monday, January 28, 2019

Call to Order - 5:30 p.m.

Roll Call

Invocation and Pledge of Allegiance

Pledge of Allegiance led by American Heritage Girls Troop

Council Time

Mayor Time

Staff Reports

1. Consent Agenda

All matters listed under the consent agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and considered separately.

SUGGESTED MOTION: "I move that the Consent Agenda be approved and the readings of the ordinances be dispensed."

SUGGESTED MOTION #2: "I move that Items # and # be removed from the Consent Agenda and be added as Items # and #, respectively, and that the remaining Consent Agenda items be approved as it now appears and the readings of the ordinances be dispensed."

- 1.1 City Council Minutes: January 14, 2019**
(Staff: Rose V.B. Spring, Acting City Clerk)
[Agenda Statement - City Council Minutes](#)
[City Council Minutes: January 14, 2019](#)

- 1.2 Manassas Regional Airport Commission – Prince William County Representative: Request for Appointment of Ross Snare**
(Staff: Rose V.B. Spring, Acting City Clerk)
[Agenda Statement - MRC-PWC Representative Appointment](#)
[PWC Appointment Resolution](#)

- 1.3 Proclamation: Black History Month**
(Staff: Kisha Wilson-Sogunro, Parks, Culture and Recreation Manager)
[Agenda Statement - Black History Month Proclamation](#)
[Proclamation - Black History Month](#)

- 1.4 Performance Bond and Erosion Control Bond Release: Manassas Station Site Plan - SP#15-16**
(Staff Gregory J. Bokan, AICP, Development Services Coordinator)
[Agenda Statement - Bond Release - Manassas Station Site Plan](#)
[Backup - Certificate of Compliance: Manassas Station](#)
[Backup - Location Graphic: Manassas Station Site Plan](#)
[Backup - Site Plan: Manassas Station](#)

- 1.5 Resolution 2019-07-R: Amending the Fiscal Year 2019 Budget by Budget and Appropriating \$40,000 of Stormwater Fund Fund Balance for a Stormwater Program Evaluation**
(Staff: Ivy Ozmon, Environmental Program Manager)
[Agenda Statement - Resolution 2019-07-R](#)
[Resolution 2019-07-R](#)

- 1.6 Resolution #R-2019-38: A Resolution Authorizing the Use of a Pre-Qualification Process on an as Needed Basis for the Purchase of Goods and Services and Adopting a Pre-Qualification Process for Construction Projects**
(Staff: Diane Bergeron, Finance Director)
[Agenda Statement - Resolution #R-2019-38](#)
[Resolution #R-2019-38](#)
[Pre-Qualification Process & Questionnaire Backup](#)

- 1.7 Ordinance #O-2019-12: An Ordinance to Approve: REZ #2019-01, Ovidio Baten Proffer Amendment, 10564 Redoubt Road and REZ #2019-02, Gillian Penn Proffer Amendment, 10562 Redoubt Road (Second Reading)**
(Staff: Matt Arcieri, AICP, Planning & Zoning Manager)

2. Ordinances and Resolutions

- 2.1 Resolution #R-2019-41: A Resolution to Approve SUP #2019-04: Navdeep Sandhu Sedation Dentistry
(Staff: Kelly Davis, AICP, Senior Planner)
[Agenda Statement - Resolution #R-2019-41](#)
[Resolution #R-2019-41](#)
[SUP #2019-04 Conditions](#)
[SUP Plan](#)**

- 2.2 Ordinance #O-2019-11: An Ordinance to Approve Rezoning #2018-01: Jefferson Square (Second Reading)
(Staff: Kelly Davis, AICP, Senior Planner)
[Agenda Statement - Ordinance #O-2019-11](#)
[Ordinance #O-2019-11](#)
[REZ #2018-01 Proffer Statement](#)
[GDP](#)
[Design Guidelines](#)**

- 2.3 Ordinance #O-2019-13: An Ordinance Amending Sections 30-31, 30-135 and 30-136 and Adding a New Section 30-136.1 in Chapter 30, and Amending Section 82-1 in Chapter 82 of the City Code Relating to Business Licenses for Peddlers and Itinerant Merchants (First Reading)
(Staff: Craig Brown, City Attorney)
[Agenda Statement - Ordinance #O-2019-13](#)
[Ordinance #O-2019-13](#)
[Ordinance #O-2019-13 - Redline](#)**

3. New Business

- 3.1 Update: Department of Social Services
(Staff: Ronald King, Social Services Director)
[Agenda Statement - Social Services Update](#)
[City of Manassas Department of Social Services Annual Report](#)**

- 3.2 Update: Economic Development Department
(Staff: Patrick J. Small, Economic Development Director)
[Agenda Statement - Economic Development Update](#)**

- 3.3 Report: Historic Manassas, Incorporated (HMI)
(Staff: Patrick J. Small, Economic Development Director)
(Presenter: Debbie Haight, HMI Executive Director)**

[Agenda Statement - HMI Report](#)

4. Other Business

- 4.1 Resolution #R-2019-42: Resolution of the Manassas City Council in Support of Ratification by the Commonwealth of Virginia of the Equal Rights Amendment to the United States Constitution**
(Pamela J. Sebesky, Council Member)
[Agenda Statement - Resolution #R-2019-42](#)
[Resolution #R-2019-42](#)

5. Awards, Acknowledgments and Presentations - 7:15 p.m.

- 5.1 Presentation of Black History Month Proclamation**
(Staff: Kisha Wilson-Sogunro, Parks, Culture and Recreation Manager)

6. Citizens' Time - 7:30 p.m.

The citizens' time portion of the agenda is set aside for those citizens who wish to address the Council for less than three minutes each. Citizens need not give prior notice to the City to speak during the citizens' time portion of the agenda. Citizens may address the Council for longer than three minutes if they ask the City Manager for a place on the agenda at least four working days before the meeting.

Adjournment



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: City Council Minutes: January 14, 2019

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that the Minutes of January 14, 2019 be approved.

Date Last Considered by City Council: N/A

Summary and/or Comments: N/A

Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Rose V.B. Spring, Acting City Clerk
rspring@manassasva.gov
(703) 257-8304

A Regular Meeting and Public Hearings of the Council of the City of Manassas, Virginia was held in Council Chambers, City Hall, on the above date with the following present on roll call: Mayor Harry J. Parrish II, Vice Mayor Ken D. Elston, Council Members Michelle Davis-Younger, Theresa Ellis, Ian T. Lovejoy, Pamela J. Sebesky, and Mark D. Wolfe; City Manager W. Patrick Pate, Deputy City Manager Bryan Foster, Acting City Clerk Rose V.B. Spring, City Attorney Craig Brown, Police Chief Doug Keen, Fire and Rescue Chief Robert L. Clemons, Jr., Utilities Director Tony Dawood, Community Development Director Elizabeth S. Via-Gossman, Planning and Zoning Manager Matthew D. Arcieri, Senior Planner Kelly Davis, Communications Manager Patty Prince, Parks, Culture and Recreation Manager Kisha Wilson-Sogunro, and Communications Coordinator Lisa Sievel-Otten.

Mayor Parrish called the meeting to order at 5:30 p.m., delivered the invocation, and led those present in the Pledge of Allegiance.

Council Time

Vice Mayor Elston thanked the Prince William Chamber of Commerce for hosting the Future of the Region event on January 8. Vice Mayor Elston reported that he attended the Greater Manassas Volunteer Rescue Squad Installation of Officers and Awards Banquet on January 12. Vice Mayor Elston thanked the Manassas City Public Schools for extending meal credits for the families affected by government shutdown.

Council Member Wolfe thanked the Greater Manassas Volunteer Rescue Squad for all they do for the community and the City staff for the efficient snow removal during the recent winter storm.

Council Member Sebesky stated that she attended the Greater Manassas Volunteer Rescue Squad Installation of Officers and Awards Banquet on January 12 and it was a wonderful event. Council Member Sebesky thanked the City staff for their excellent snow removal and reminded citizens to clear sidewalks in order to keep pedestrians safe. Council Member Sebesky extended her sympathies to Prince William County Supervisor Ruth M. Anderson on the loss of her son. Council Member Sebesky reported that she attended the Virginia Municipal League newly elected training and finance forum with Council Members Davis-Younger and Ellis and they will attend Virginia Municipal League Legislative Day on January 24. Council Member Sebesky requested that the Equal Rights Amendment which was included in the Virginia Municipal League Legislative Program, be added to the January 28 City Council meeting agenda.

Council Member Davis-Younger thanked everyone who attended the swearing-in ceremony and organizational meeting on January 2. Council Member Davis-Younger reported that she attended Senators McPike's business breakfast and Prince William County's Legislative Delegation public forum. Council Member Davis-Younger informed the community about the wonderful Off the Wall exhibit at the Center for the Arts and the True Sons of Freedom exhibit at

the Manassas Museum. Council Member Davis-Younger stated that she attended the Parks and Recreation Committee meeting on January 9.

Council Member Ellis congratulated the Greater Manassas Volunteer Rescue Squad on their Installation and awards. Council Member Ellis reported that she attended the Council of Governments Human Service Policy Committee meeting on January 11. Council Member Ellis informed the community that the Inter-Service Club of Greater Manassas Volunteer of the Year Ceremony will be on January 17 honoring Col. Ulysses "Zerk" White.

Mayor Time

Mayor Parrish reported that he represented the City last week at the Future of the Region event hosted by the Prince William Chamber of Commerce and shared with Council and the community the "State of the City" video.

Mayor Parrish shared with Council the Northern Virginia Transportation Authority (NVTA) 2018 Annual Report, which includes a map of projects currently being funded by the NVTA.

Mayor Parrish informed the community that the City Council Retreat will be held on January 25 and January 26 to discuss the future of the City.

Staff Reports

Mr. Pate informed the community that the "State of the City" video will be posted to the City's website on January 15.

Bryan Foster, Deputy City Manager, provided City Council with an update on the Prince William Street project. Mr. Foster informed Council there was a Stop Work Order issued to the contractor primarily for safety concerns. Mr. Foster stated the contractor has until July, 2019 to finish the project.

Bryan Foster, Deputy City Manager, informed the Council and community that staff has been working twelve hour shifts in order to complete the snow removal. Mr. Foster reminded the community that the City's snow removal plan is posted on the City's website.

Mr. Pate reminded citizens that per City Ordinance citizens have 48-hours to clear the snow from their sidewalks if the snow accumulation is greater than 6-inches and 24-hours if the snow accumulation is less than 6-inches.

Mr. Pate reported that Norfolk Southern will be closing three railroad crossings this week at Ashton Avenue and Wellington Road, Godwin Drive and Wellington Road, and on Cockrell Road; the closing will be for approximately two hours.

Mr. Pate informed citizens there will be no yard waste pick up this week and citizens they can drop their old electronics at Potomac eCycle at 7917 Wellingford Drive, Manassas on January 19.

Mr. Pate discussed Virginia Municipal League's Legislative Day and various topics being discussed in this year's Legislative Session.

Mr. Pate informed the community that the deadline for the Banner Art Competition is Friday, January 18 and to contact Historic Manassas, Inc. for additional information.

Mr. Pate thanked the City staff for their hard work to clear the snow from the streets in a timely manner.

1) Consent Agenda

- 1.1 City Council Minutes: December 10, 2018, December 12, 2018, and January 2, 2019
- 1.2 Resolution #R-2019-39: Accepting the Results of the Annual Election of Officers of the Greater Manassas Volunteer Rescue Squad
- 1.3 Resolution #R-2019-40: Appointments from the Greater Manassas Volunteer Rescue Squad to the Fire and Rescue Committee

COUNCIL MEMBER WOLFE MOVED to approve Consent Agenda Items 1.1 through 1.3 and that the reading of the ordinances be dispensed. Seconded by Council Member Sebesky. Roll call vote: AYES – Davis-Younger, Ellis, Elston, Lovejoy, Sebesky, Wolfe. MOTION CARRIED.

2) Ordinances and Resolutions

- 2.1 Resolution #R-2019-36: A Resolution Approving a Second Amendatory Agreement Between the City of Manassas and Virginia Electric and Power Company for the Provision of Electric Utility Service to Micron Technology

Tony Dawood, Utilities Director, stated that the Resolution approves the Second Amendatory Agreement with Dominion Energy to provide electric service to Micron Technology. Mr. Dawood explained that the current amended agreement expires in 2024, with an option for the City to allow the Agreement to continue to 2028. Mr. Dawood stated that the Second Amendatory Agreement would extend to 2028 or to 2032, if Dominion's franchise to operate in the City, which is scheduled to expire in 2028, is renewed by the City.

COUNCIL MEMBER WOLFE MOVED to approve Resolution #R-2019-36: A Resolution Approving a Second Amendatory Agreement Between the City of Manassas and Virginia Electric and Power Company for the Provision of Electric Utility Service to Micron Technology. Seconded by Vice Mayor Elston. Roll call vote: AYES – Davis-Younger, Ellis, Elston, Lovejoy, Sebesky, Wolfe. MOTION CARRIED.

2.2 Resolution 2019-08-R: Amending the Fiscal Year 2019 Budget by Budgeting and Appropriating \$1,300,000 of Land Sale Proceeds in the Gateway Capital Projects Fund for the Purchase and Stabilization of Annaburg Manor and the Surrounding Park Property

W. Patrick Pate, City Manager, stated that the City is negotiating with Novant Health for the Purchase of Annaburg Manor to be used as a Public Park. Mr. Pate advised the Council that the structure will need improvements such as a new roof, gable work, and other issues to stabilize the home.

Mr. Wolfe commented that the monies being used to purchase and make improvements to the property are from one-time capital funds.

COUNCIL MEMBER WOLFE MOVED to approve Resolution 2019-08-R: Amending the Fiscal Year 2019 Budget by Budgeting and Appropriating \$1,300,000 of Land Sale Proceeds in the Gateway Capital Projects Fund for the Purchase and Stabilization of Annaburg Manor and the Surrounding Park Property. Seconded by Vice Mayor Elston. Roll call vote: AYES – Davis-Younger, Ellis, Elston, Lovejoy, Sebesky, Wolfe. MOTION CARRIED.

3) New Business

3.1 Update: Community Development Department Annual Report

Elizabeth S. Via-Gossman, Community Development Director, provided the City Council with a departmental update on Community Development and Parks, Culture and Recreation.

4) Awards, Acknowledgments and Presentations

4.1 Presentation by the Stonewall Park Swim Team

Lisa Tanis, President of the Board of Directors for the Stonewall Park Swim Team, and Members of the Stonewall Park Swim Team presented the Mayor and City Council Members with a team photo and thanked them for their continued support of the swimmers and families.

5) Citizens' Time

The following residents spoke in opposition to the Special Use Permit application for the Wellington Station Meineke:

- Charles Keen, City of Manassas
- Concetta Bernier, City of Manassas
- Gerald J. Moore, City of Manassas
- Pat Martin, City of Manassas
- Malcolm Kirsop, City of Manassas

Austin Haynes, Prince William County resident and City of Manassas business owner, offered his congratulations to the Stonewall Park Swim Team and thanked the Council for the support over the years to the Stonewall Park Swim Team.

6) Public Hearings

Mayor Parrish read an affidavit of publication that was before him signed by an authorized agent of the Prince William Times newspaper certifying that the public hearings listed on the evening's agenda were published in conformance with Virginia law and City ordinances.

6.1 SUP #2019-04: Navdeep Sandhu Sedation Dentistry
9420 Forestwood Lane, Unit #201

Kelly Davis, Senior Planner, stated that City Council is considering a special use permit request from Navdeep Sandhu Sedation Dentistry, located at 9420 Forestwood Lane, Unit #201, for a limited medical care facility. Ms. Davis stated that there is already a medical care facility located in the building and this special use permit would permit sedation dentistry as part of a by-right medical office use. The Planning Commission and staff are recommending approval of SUP #2019-04 as conditioned.

Dr. Sandhu, representing himself as the applicant, stated the office would provide pediatric sedation dentistry to their patients. Dr. Sandhu informed the Council that there is only one pediatric dentistry office located in the City and the services they would offer are needed by the community.

Mayor Parrish opened the public hearing and invited anyone wishing to speak in favor of or in opposition to the special use permit to come forward and address the City Council.

There were no speakers in favor of or in opposition to the special use permit.

COUNCIL MEMBER WOLFE MOVED that the public hearing be closed and action scheduled for January 28, 2019. Seconded by Council Member Sebesky and CARRIED UNANIMOUSLY.

The public hearing was closed at 7:43 p.m.

6.2 Public Hearing: REZ #2019-01 and REZ #2019-02, Ovidio Baten and Gillian Peenn
Proffer Amendments – 10564 Redoubt Road and 10562 Redoubt Road

Matthew Arcieri, Planning and Zoning Manager, stated this is a continued public hearing from December 10, 2018. Mr. Arcieri stated that City Council is considering a proffer amendment to REZ #1997-05 to repeal the existing proffers, remove existing use restrictions from the 1997 zoning ordinance, and allow use of the property under the current I-2 zoning. Mr. Arcieri indicated that the Airport Overlay District, Avigation Easement, and restrictions will still be in

place even with the rezoning. The staff and Planning Commission recommended approval of REZ #2019-01 and REZ #2019-02 as conditioned.

Mayor Parrish opened the public hearing and invited anyone wishing to speak in favor of or in opposition to the rezoning requests to come forward and address the City Council.

There were no speakers in favor of or in opposition to the rezoning requests.

COUNCIL MEMBER WOLFE MOVED that the public hearing be closed and action scheduled for later on the agenda. Seconded by Vice Mayor Elston and CARRIED UNANIMOUSLY.

The public hearing was closed at 7:45 p.m.

6.3 Public Hearing: REZ #2018-01, Jefferson Square: 9413, 9415, and 9501 Prince William Street; 9601, 9603, 9605, 9605A, 9609, 9611, 9613, 9651, 9653, and 9657 Jefferson Street

Kelly Davis, Senior Planner, stated this is a continued public hearing from December 10, 2018. Ms. Davis stated that City Council is considering a rezoning to B-3.5 with proffers to allow up to 85 townhouses and 20 single-family detached units at the intersection of Jefferson Street and Prince William Street. Ms. Davis stated that the developer has submitted a revised Generalized Development Plan in response to the comments at the December 10 public hearing. Ms. Davis commented the most significant change is in the number and size of the townhomes, minor modifications to address site distance, and a minor change on the parking request via the site plan.

Council Member Wolfe requested the vote of Planning Commission and for staff to address the traffic concern. Ms. Davis stated the Planning Commission vote was five to one and the original proposal for the project did not trigger a traffic study by the City's standards.

Bryan Foster, Deputy City Manager, addressed the concerns about Prince William Street and the request for dedicated right-turn lane onto Wellington Road.

Council Member Sebesky asked additional questions in regards to the right-turn lane on Prince William Street and parking on Jefferson Street.

Mayor Parrish opened the public hearing and invited anyone wishing to speak in favor of or in opposition to the rezoning to come forward and address the City Council.

David Snyder, resident of the City of Manassas, stated he did not have a concern about the development, but voiced concerns on the Prince William Street traffic and presented a presentation to Council.

Greg Tsukalas, resident of the City of Manassas, spoke to the concerns about parking, easements, traffic, and signage.

Alex Kosik, resident of the City of Manassas, voiced his concerns about parking, the Winter Trail Branch extension, and traffic.

Targia Charles, resident of the City of Manassas, stated she supported the development, but spoke to her concern for the traffic and parking concerns within the neighborhood.

Ryan Keifer, resident of the City of Manassas, stated his concerns about parking on Jefferson Street and supported a right-turn lane at Prince William Street onto Wellington Road.

Linda Griffin, resident of the City of Manassas, shared a letter from her neighbor, Sean Connor, stating his support for the project. Ms. Griffin stated her support for the project, but voiced her concerns on Prince William Street.

Austin Haynes, Senior Vice President of Holladay Properties, stated that if a traffic impact analysis was required for the development it would have been completed, the first homes for the development are still eighteen months away which allows Prince William Street improvements to be addressed. Mr. Haynes stated that the developer supports the concerns about parking on Jefferson Street and believes the City should look at reducing or eliminating parking on Jefferson Street. Mr. Haynes indicated the developer understands the concerns about the corner single family detached unit and concerns will be addressed during final site plan phase.

Mayor Parrish read the following citizen letter into the record:

Good morning,

I was not able to attend the public hearing on the proposed Jefferson Square project; however, I wanted to submit my formal response to this proposed project for the record. I live at 9523 McKinley Ave and I oppose this project completely. I have spoken with the developer and have remained opposed to this project given the likelihood there will be increased parking from Jefferson Square residents and renters along McKinley Ave and increased traffic on Prince William Street without proper traffic controls for residents located on Jefferson and McKinley Ave.

Separately, my property sits on land that was, in the past, designated for the Winters Branch trail extension and I vehemently oppose any trail extension (that may come about from the Jefferson Square project) on or near my property due to past and current instances of reported criminal activity and adolescent loitering. I have contacted the Manassas City police department various times on these matters to report instances of criminal activity and adolescent loitering. I am not sure why the city has not physically blocked public access on the easement

that parallels McKinley Ave as I continue to see loitering of individuals acting with suspicion. Please advise what, if any, actions are being taken by the city to cut off public access access to this easement from trespassers and loiters and any actions Manassas City police are taking to proactively patrol this area and prevent trespassing and loitering.

Thank you.

-Michael P. de la Fuente

George Ellis, resident of the City of Manassas, stated that there are no parking restrictions on Runaldue Road, which causes significant issues, and stated he supports the no parking request for Jefferson Street.

COUNCIL MEMBER WOLFE MOVED that the public hearing be closed and action scheduled for later on the agenda. Seconded by Council Member Sebesky and CARRIED UNANIMOUSLY.

The public hearing was closed at 8:27 p.m.

7) Action Following Public Hearings

7.1 Ordinance #O-2019-12: An Ordinance to Approve: REZ #2019-01, Ovidio Baten Proffer Amendment, 10564 Redoubt Road and REZ #2019-02, Gillian Penn Proffer Amendment, 10562 Redoubt Road

COUNCIL MEMBER WOLFE MOVED to approve Ordinance #O-2019-12: An Ordinance to Approve: REZ #2019-01, Ovidio Baten Proffer Amendment, 10564 Redoubt Road and REZ #2019-02, Gillian Penn Proffer Amendment, 10562 Redoubt Road on first reading. Seconded by Vice Mayor Elston. Roll call vote: AYES – Davis-Younger, Ellis, Elston, Lovejoy, Sebesky, Wolfe. MOTION CARRIED.

7.2 Ordinance #O-2019-11: An Ordinance to Approve Rezoning #2018-01: Jefferson Square

Council Member Wolfe requested staff to investigate a right-turn lane onto Wellington Road.

Council Member Sebesky voiced her appreciation for citizens providing their comments on the development and concerns on Prince William Street.

Vice Mayor Elston asked about a requirement to vote on the right-turn lane and to restrict parking on Jefferson Street.

Craig Brown, City Attorney, advised that the vote tonight is to approve the Ordinance with proffers. Mr. Brown stated Prince William Street and the parking on Jefferson Street are separate issues and Council could direct the City Manager to research these issues.

Matthew Arcieri, Planning and Zoning Manager, clarified that the right-turn lane is a part of the Prince William Street project, which is a separate project, and the development itself is not triggering the right-turn lane.

Mayor Parrish asked about the current condition of Jefferson Street parking.

COUNCIL MEMBER WOLFE MOVED to approve Ordinance #O-2019-11: An Ordinance to Approve Rezoning #2018-01: Jefferson Square on first reading. Seconded by Council Member Sebesky. Roll call vote: AYES – Davis-Younger, Ellis, Lovejoy, Sebesky, Wolfe. NAYS – Elston. MOTION CARRIED.

A motion was duly made, seconded and CARRIED UNANIMOUSLY to adjourn the meeting.

Mayor Parrish declared the meeting adjourned at 8:51 p.m.

MAYOR

CITY CLERK

DATE APPROVED



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: Manassas Regional Airport Commission – Prince William County Representative: Request for Appointment of Ross Snare

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that Ross Snare be appointed to the Manassas Regional Airport Commission as a Prince William County Representative to fill an unexpired term ending June 30, 2022.

Date Last Considered by City Council: N/A

Summary and/or Comments: Prince William County Board of County Supervisors is seeking City Council's approval to appoint Ross Snare one of the Prince William County Representatives on the Manassas Regional Airport Commission to fill an unexpired term ending June 30, 2022.

Board – Committee – or Commission Reviewed: Appointments Committee – January 17, 2019 (Recommend Approval 3/0)

Fiscal Impact: N/A

Staff Contact: Rose V.B. Spring, Acting City Clerk
rspring@manassasva.gov
(703) 257-8304

MOTION: NOHE

November 27, 2018

SECOND: ANDERSON

Regular Meeting

Res. No. 18-627

RE: RECOMMEND TO THE MANASSAS CITY COUNCIL THE APPOINTMENT OF ROSS SNARE AS A PRINCE WILLIAM COUNTY REPRESENTATIVE TO THE MANASSAS REGIONAL AIRPORT COMMISSION

ACTION: APPROVED

WHEREAS, due to the resignation of Thomas Flynn, a vacancy exists as a Prince William County Representative to the Manassas Regional Airport Commission; and

WHEREAS, the Prince William Board of County Supervisors recommends to the Manassas City Council of the appointment of Ross Snare as one of the Prince William County Representatives to the Manassas Regional Airport Commission;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby recommends to the Manassas City Council the appointment of Ross Snare as one of the Prince William County Representative to the Manassas Regional Airport Commission.

<u>NAME</u>	<u>TYPE</u>	<u>REP</u>
Ross Snare 9706 Greenwich Rd Nokesville, VA 20181	REG	PWC

Votes:

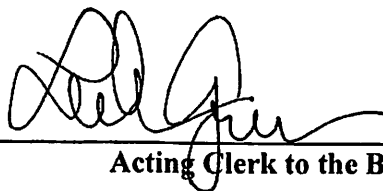
Ayes: Anderson, Caddigan, Candland, Lawson, Nohe, Principi, Stewart

Nays: None

Absent from Vote: None

Absent from Meeting: Jenkins

ATTEST: _____



Acting Clerk to the Board



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: Proclamation: Black History Month

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that the Proclamation recognizing February 2019 as Black History Month be approved.

Date Last Considered by City Council: February 12, 2018

Summary and/or Comments:
Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Kisha Wilson-Sogunro, Parks, Culture and Recreation Manager
kwilson@manassasva.gov
(703) 257-8240



PROCLAMATION

WHEREAS, Black History Month, observed in February of each year, seeks to emphasize Black history and its cultural contributions to American life, and is designed to recognize and pay tribute to the many contributions of African Americans to the history, society, and culture of the United States of America; and

WHEREAS, Black History Month allows us to recognize the uplifting story of Miss Jennie Dean, who despite being born into slavery and without the benefit of a formal education, established the Manassas Industrial School for Colored Youth, which changed the lives of countless African Americans in Manassas and in the region. While working as a domestic, Miss Jennie tirelessly raised funds and built a school that provided both academic and vocational training within a Christian setting, educating many of the area's African American teachers, tradesmen and professionals; and

WHEREAS, we recognize local African American Champions and organizations that embody the Jennie Dean legacy of faith, perseverance, and zeal: Dr. Sheila Coleman, President of The National Council of 100 Black Women, Prince William County Chapter Inc., who while spearheading campaigns to bring awareness to the importance of breast, prostate and colon cancer screenings, has promoted the health, education and economic empowerment of our community; Rev. Etoria V. Goggins, Pastor, the first woman to lead the First African Methodist Church of Manassas, whose inspirational leadership helps improve the wellbeing of her congregation and the community through lessons in nutritional and financial discipline, canvassing the community, delivering relief supplies to the indigent, and feeding the hungry; First Lady Bonita Savage of First Baptist Church of Manassas, a loving wife, mother and visionary leader, who shares her talent as a professional chef teaching international artisanal baking and cuisine for the young women's ministry; embraces church initiatives including the women's conference, where she serves meals to the community, and ensures that children in need receive school supplies and food; Brenda Lewis, the Chairperson of the Manassas African-American Heritage Festival for the last 25 years, which continues to draw over 5,000 attendees and is committed to bringing together and strengthening families through positive cultural arts programs; and who has also served the community as an educator for over 40 years; and

WHEREAS, the City of Manassas Museum will celebrate Black History Month in February with the kickoff of the Jennie Dean Memorial update, whose improvements will encourage more of the community to visit, linger, and learn about Jennie Dean's rich legacy; an oral history initiative with former Manassas Regional High School students; and special family history book talks with local African-American authors; and

NOW, THEREFORE, I, Harry J. Parrish II, Mayor of the City of Manassas, Virginia and on behalf of the Manassas City Council, hereby proclaim the month of February 2019 as

Black History Month

in the City of Manassas, and the City Council, City Agencies and Staff hereby acknowledge and celebrate the contributions to the City of Manassas, Commonwealth of Virginia and United States of America made by African Americans.

ATTEST:

Harry J. Parrish II, Mayor
On behalf of the City Council
of Manassas, Virginia

Rose V.B. Spring, Acting City Clerk



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: Performance Bond and Erosion Control Bond Release:
Manassas Station Site Plan, SP#15-16

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that the release of the Performance Bond and Erosion Control Bond for Manassas Station Site Plan, SP#15-16 be approved.

Date Last Considered by City Council: N/A

Summary and/or Comments: Request authority to release the Performance Bond and the Erosion Control Bond for the following project – Manassas Station. Site Plan, SP#15-16

This was a site plan for the construction of an apartment building of 9004 Prince William Street.

Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Gregory J. Bokan, AICP, Development Services Coordinator
gbokan@manassasva.gov
(703) 257-8204

CERTIFICATE OF COMPLIANCE

I hereby certify that the work has been completed to justify the release of the bond(s) of the site plans or subdivision listed below, they have been inspected and approved, and I recommend that they be released as follows:

1. Manassas Station, SP#15-00000016, release the Performance Bond Agreement (Surety) in the amount of \$248,196.16 and the Erosion and Sediment Control Bond Agreement (Letter of Credit) in the amount of \$44,686.13.
-



Eric Lowe

Development Services Manager



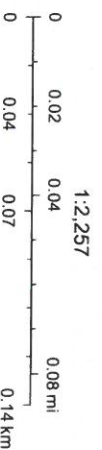
Date

Manassas Station. 9004 Prince William St.



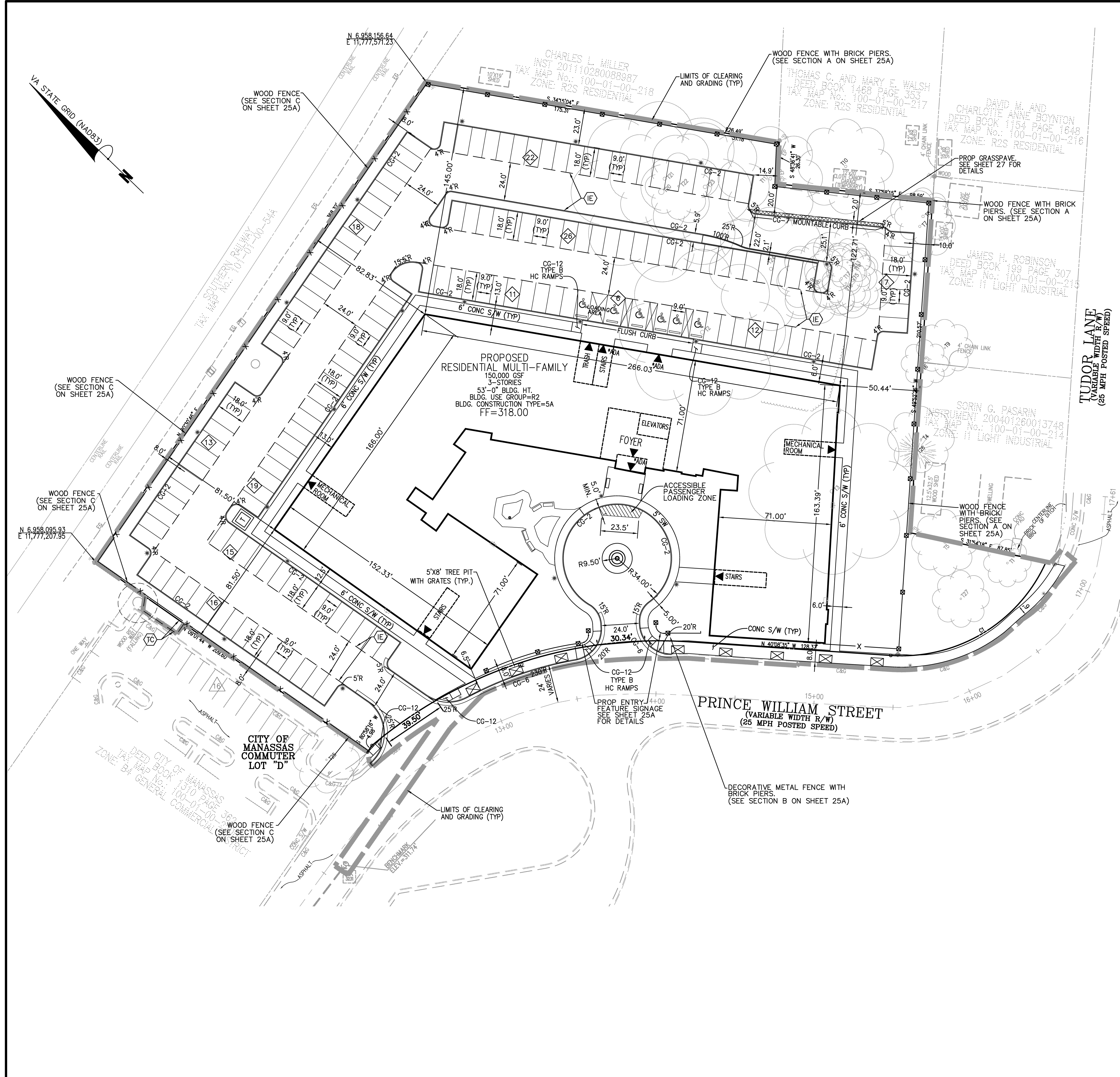
1/20/2019, 1:59:58 PM

- Parcels
- Railroad



City of Manassas, Virginia Geographic Information Network (VGIN),
 Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P,
 NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri
 (Thailand), NGCC, © OpenStreetMap contributors, and the GIS User

This map is intended for reference purposes only. The City of Manassas does not provide any guarantee of the accuracy or completeness regarding the map information.



SITE TABULATIONS:

GROSS SITE AREA (GSA):	3.50 AC. (152,460 SF)
EXISTING ZONE:	B-3.5 CITY CENTER TRANSITIONAL DISTRICT W/ PROFFERS & HISTORIC OVERLAY DISTRICT (HOD)
PROPOSED NUMBER OF UNITS:	105 MULTI-FAMILY UNITS.
PROPOSED NUMBER OF BEDROOMS:	147 BEDROOMS.
PROPOSED DENSITY:	30 DU/AC.
MAXIMUM ALLOWED BUILDING HEIGHT:	65- FEET
MINIMUM BUILDING HEIGHT:	35- FEET
PROPOSED BUILDING HEIGHT:	53'-0"
SETBACKS/BUFFERS:	
• MINIMUM FROM BACK OF CURB ALONG A PUBLIC STREET:	8- FEET
• MAXIMUM FROM BACK OF CURB ALONG A PUBLIC STREET:	19- FEET
• LANDSCAPE AREA FOR B-3.5 AGAINST A RESIDENTIAL DISTRICT LINE:	25- FEET
PARKING REQUIRED (PER Z.O. ARTICLE VI):	298 (2.5 SPACES PER DU, PLUS 1 SPACE PER 3 UNITS FOR GUEST PARKING)
PARKING PROVIDED:	165 SPACES*
HANDICAPPED PARKING REQUIRED:	6 SPACES
HANDICAPPED PARKING PROVIDED:	6 SPACES
HANDICAPPED VAN SPACES REQUIRED:	1 SPACE
HANDICAPPED VAN SPACES PROVIDED:	5 SPACES
GREEN SPACE REQUIRED:	7% OF GSA (10,672.2 SF)
GREEN SPACE PROVIDED:	30% OF GSA (45,856 SF)

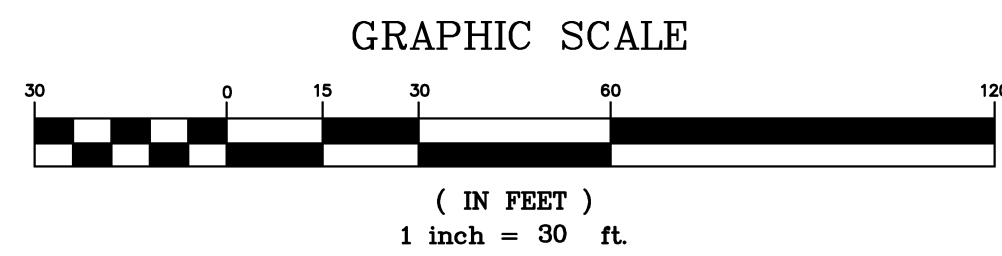
- *PER PROFFERS: 1 SP/BEDROOM; PER GDP: 1.5 SPACES PER UNIT
 MODIFICATION NOTES (SEE SHEET 29B FOR APPROVED REZONING LETTER)
1. THE REQUIRED PARKING REQUIREMENT OF ZONING ORDINANCE SECTION 130-201(a) FOR MULTI-FAMILY RESIDENTIAL DWELLINGS IS REDUCED TO NOT MORE THAN 210 SPACES TO SERVE AS PRIMARY PARKING FOR EACH UNIT. COVENANTS AND/OR RENTAL AGREEMENTS SHALL PROVIDE THAT SECOND VEHICLES OWNED BY THE OWNER OR RENTAL OF ANY UNIT ARE NOT GUARANTEED AN ON-SITE PARKING SPACE.
 2. THE BUFFER REQUIREMENT OF ZONING ORDINANCE SECTION 130-471(f) (4) FOR A B-3.5 ZONED PROPERTY THAT ABUTS ANY RESIDENTIAL DISTRICT IS HEREBY REDUCED AS DEPICTED ON THE GDP AND BUFFERS AND FENCING SHALL BE PROVIDED AS SHOWN THEREON.
 3. THE REQUIREMENT OF ZONING ORDINANCE SECTION 130-471(g)(4) THAT ON-SITE PARKING SHALL NOT BE READILY VISIBLE FROM PUBLIC RIGHT-OF-WAY IS HEREBY MODIFIED FOR THE PARKING LOCATION NEAR THE WESTERN PROPERTY LINE AS SHOWN ON THE GDP.
 4. THE REQUIREMENT OF DCSM SECTION 9-590 REQUIRING PRIVATE STREETS AND/OR TRAVEL WAYS CARRYING IN EXCESS OF 600 VPD TO HAVE AT LEAST TWO ENTRANCES TO A PUBLIC ROADWAY IS HEREBY MODIFIED. THE APPLICANT IS PROPOSING ONE ENTRANCE DUE TO THE CURVATURE OF TUDOR LANE.

NOTE:
 WALLS, SIGNS, MONUMENT SIGNS, ACCESSORY BUILDINGS GREATER THAN 200SQ. FEET, DUMPSTER ENCLOSURES, RETAINING WALLS 3 FEET ABOVE FINAL GRADE ELEVATION, AND ASSOCIATED ELECTRICAL CONDUITS FOR THE SITE LIGHTING WILL REQUIRE SEPARATE BUILDING PERMITS.

PROPOSED EASEMENT LEGEND

⊕ IE DENOTES INGRESS/EGRESS EASEMENT
 ⊕ TC DENOTES TEMPORARY CONSTRUCTION EASEMENT

NOTE: ALL EASEMENTS ARE PERMANENT UNLESS SPECIFICALLY NOTED AS TEMPORARY.



Bowman CONSULTING

Bowman Consulting Group, Ltd.
 14020 Thunderbolt Place
 Suite 300
 Chantilly, VA 20151
 Phone: (703) 464-1000
 Fax: (703) 461-9720
 www.bowmanconsulting.com
 © Bowman Consulting Group, Ltd.

SITE PLAN
 MANASSAS STATION
 PRINCE WILLIAM COUNTY, VIRGINIA
 CITY OF MANASSAS

COUNTY PROJECT NUMBER

COMMONWEALTH OF VIRGINIA
 ALEX B. BURDICK
 Lic. No. 051881
 7/18/16
 PROFESSIONAL ENGINEER

DATE	DESCRIPTION
02/23/15	1ST SUBMISSION
06/03/15	2ND SUBMISSION
09/03/15	3RD SUBMISSION

DATE	DESCRIPTION	AB	PS/DP/CL	PS/DP/CL	AB
	DESIGN	DRAWN	CHKD		

SCALE H: 1"=30'
 V: N/A

JOB No. 5461-01-001
 DATE : SEPTEMBER, 2015
 FILE No. 5461-D-CP-001

SHEET **6** OF **36**



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: Resolution 2019-07-R: Amending the Fiscal Year 2019 Budget by Budget and Appropriating \$40,000 of Stormwater Fund Fund Balance for a Stormwater Program Evaluation

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that Resolution 2019-07-R be approved.

Date Last Considered by City Council: N/A

Summary and/or Comments: Items included in this Resolution were reviewed by the Finance Committee

Board – Committee – or Commission Reviewed: Finance Committee – January 9, 2019 (Approved Unanimously)

Fiscal Impact: \$40,000 from Stormwater Fund Fund Balance

Staff Contact: Ivy Ozmon, Environmental Program Manager
iozmon@manassasva.gov
(703) 257-8342



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: Consent Agenda

Agenda Title: Resolution #R-2019-38: A Resolution Authorizing the Use of a Pre-Qualification Process on an as Needed Basis for the Purchase of Goods and Services and Adopting a Pre-Qualification Process for Construction Projects

Recommendation: Approve

Motion: If approved as part of the Consent Agenda:
I move that the Consent Agenda be approved and the readings of the ordinances dispensed.

If removed from the Consent Agenda:
I move that Resolution #R-2019-38 be approved.

Date Last Considered by City Council: N/A

Summary and/or Comments: Items included in this Resolution were reviewed by the Finance Committee

Board – Committee – or Commission Reviewed: Finance Committee – January 9, 2019 (Approved Unanimously)

Fiscal Impact: N/A

Staff Contact: Diane V. Bergeron, Finance Director
dbergeron@manassasva.gov
(703) 257-8272

CITY OF MANASSAS
PREQUALIFICATION TO BID PROCESS FOR CONSTRUCTION PROJECTS

Pursuant to Code of Virginia §2.2-4317, City of Manassas (“City”) adopts the following as its prequalification process to prequalify prospective contractors to bid on selected projects:

1. The City Manager or his designee may, in his discretion, when he believes it to be in the best interests of the City, require prequalification of prospective contractors to bid on a specific construction project for the City. The purpose of such prequalification shall be to limit prospective bidders for such construction project to contractors who show themselves to be qualified to construct the project. When the prequalification process is used for a project, only contractors who have complied with the prequalification process and been found qualified will be eligible to submit bids for the project.
2. The City Manager or his designee shall develop the appropriate documentation for potential contractors to apply for prequalification. The City Manager or his designee may prescribe in such documentation specific mandatory requirements contractors must meet in order to prequalify for a specific project.
3. In conducting prequalification of potential contractors, the City Manager or his designee shall follow this prequalification process and the requirements of Code of Virginia §2.2-4317.
4. The documentation used in the City’s prequalification process shall set forth the criteria upon which the qualifications of prospective contractors will be evaluated. The documentation shall request of prospective contractors only such information as is appropriate for an objective evaluation of all prospective contractors pursuant to such criteria. The documentation shall allow the prospective contractor seeking prequalification to request, by checking the appropriate box, that all information voluntarily submitted by the contractor as part of its prequalification application shall be considered a trade secret or proprietary information subject to the provisions of §2.2-4342, of Code of Virginia .
5. In all instances in which the City requires prequalification of potential contractors for construction projects, advance notice shall be given of the deadline for the submission of prequalification applications. The deadline for submissions shall be sufficiently in advance of the date set for the submission of bids for such construction to allow the prequalification process to be accomplished.
6. **At least thirty (30) days** prior to the date established for submission of bids or proposals under the procurement for which the prequalification applies, City shall advise in writing each contractor who submitted an application whether that contractor has been prequalified. In the event that a contractor is denied prequalification, the written notification to the contractor shall state the reasons for the denial of prequalification and the factual basis of such reasons.
7. A decision by the City Manager or his designee under this prequalification process shall be final and conclusive unless the contractor appeals the decision as provided in Code of Virginia §2.2-4357.
8. City may deny prequalification to any contractor only if City finds one of the following:
 - a. The Contractor does not have sufficient financial ability to perform the contract that would result from such procurement. If a bond is required to ensure performance of a contract, evidence that the Contractor can acquire a surety bond from a corporation included on the United States Treasury list of acceptable surety corporations in the amount and type required by the public body shall be sufficient to establish the financial ability of the Contractor to perform the contract resulting from such procurement;

Pre-Qualification Process & Questionnaire

- b. The Contractor does not have appropriate experience to perform the construction project in question;
 - c. The Contractor or any officer, director or owner thereof has had judgments entered against him within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management;
 - d. The Contractor has been in substantial noncompliance with the terms and conditions of prior construction contracts with a public body without good cause. If the public body has not contracted with a Contractor in any prior construction contracts, the public body may deny prequalification if the Contractor has been in substantial noncompliance with the terms and conditions of comparable construction contracts with another public body without good cause. A public body may not utilize this provision to deny prequalification unless the facts underlying such substantial noncompliance were documented in writing in the prior construction project file and such information relating thereto given to the Contractor at that time, with the opportunity to respond;
 - e. The Contractor or any officer, director, owner, project manager, procurement manager or chief financial official thereof has been convicted within the past ten years of a crime related to governmental or nongovernmental construction or contracting, including, but not limited to, a violation of (i) Article 6 (§ 2.2-4367 et seq.) of this chapter, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state;
 - f. The Contractor or any officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government; and
 - g. The Contractor failed to provide to the public body in a timely manner any information requested by the public body relevant to Subdivisions 1 through 6 of this subsection. In the event that a Contractor is denied prequalification, a written notification shall state the reason(s) for such denial of prequalification and the factual basis of such reason(s).
9. In determining if a contractor has the “appropriate experience” to be prequalified, the City may consider and use specific minimum experience requirements established by the City Manager or his designee for the specific project. The City may also consider the contractor’s past performance on the projects that provide its experience to determine if the projects provide the appropriate experience required.
10. To the extent any provision in this process is deemed to be inconsistent with Code of Virginia §2.2-4317, whether due to amendment of that statutory provision or otherwise, then the provisions of §2.2-4317 shall control as to such inconsistency.
11. The provisions of this process and its implementation are intended to be severable, and if any provision is deemed invalid, this shall not be deemed to affect the validity of other provisions.
12. This prequalification process does not apply to any procurement done under the Public- Private Education Facilities & Infrastructure Act of 2002 (“PPEA”), Code of Virginia §56-575.1, et seq., and is in no way intended to limit City’s discretion in the way it selects contractors under the PPEA.
13. A determination that a contractor is prequalified does not necessarily preclude City from determining that such contractor is not responsible following bid opening. Among

Pre-Qualification Process & Questionnaire

other things, a change in circumstances or change in information, as well as different criteria allowed to be considered for prequalification versus responsibility, may lead to a different result. For example, a prequalified contractor that becomes debarred between prequalification and bid opening, or a contractor who is subsequently discovered not to have been totally candid in answering its prequalification questionnaire, might be deemed non-responsible.

14. Prequalification of a contractor to bid on one project does not prequalify that contractor to bid on a different project or mean that the contractor will necessarily be deemed to be a responsible bidder for a different project.
15. Neither this Prequalification Process nor its implementation by the City shall be deemed to create any contract right in any prospective contractor or to give any prospective contractor any right beyond that conferred by Code of Virginia §2.2-4317. All prospective contractors shall be responsible for their own expenses in applying for prequalification, and the City shall have no liability for any such expense.

CONTRACTOR'S QUALIFICATION STATEMENT AND QUESTIONNAIRE

Submitted to: City of Manassas
Steve Corbit
Purchasing Manager
8500 Public Works Drive
Manassas, VA 20110

Parent Organization

Office to Perform Work
(If other than parent organization)

Name:

Mailing Address:

Street Address:
(If other than mailing address)

Telephone Number: () | ()

E-mail Address:

Name, telephone number, and e-mail address of Contractor's point of contact concerning this questionnaire:

Check on the following, as applicable:

Corporation Partnership Individual Joint Venture
 Other

List all of Contractor's subsidiaries, parent organization; and affiliates:

Check below if the Contractor requests that all information voluntarily submitted shall be considered a trade secret or proprietary information protected from the Freedom of Information Act disclosure, subject to the provisions of §2.2-4342, of the Code of Virginia:

Yes No

Pre-Qualification Process & Questionnaire

1. ORGANIZATION (of the office of the Contractor that is proposed to perform the Work)

- b. How many years has the office that is proposed to perform the Work been in business as a Contractor?
- c. How many years has the office that is proposed to perform the Work been in business under its present business name?
- Under what other or former names has the office that is proposed to perform the Work operated?
- d. If you answer “yes” to any of the following, please provide the name, address, phone number, persons to contact, and circumstances related to the question on a separate attachment.
- Has the Contractor or any of its officers, directors, or owners had judgments entered against any of them within the past ten years for the breach of contracts for governmental or nongovernmental construction, including, but not limited to, design-build or construction management:
___ Yes ___ No
 - Has the Contractor or any of its officers, directors, owners, project managers, procurement managers, or chief financial officials been convicted within the past ten years of a crime related to any activities at all related to any governmental or nongovernmental construction or contracting, including, but not limited to, a violation of
 - Article 6 (§ 2.2-4367 et seq.) of this chapter, (ii) the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.), (iii) Chapter 4.2 (§ 59.1-68.6 et seq.) of Title 59.1, or (iv) any substantially similar law of the United States or another state:
___ Yes ___ No
- 1.3.3. Is the Contractor or any officer, director, or owner thereof currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency of another state or agency of the federal government:
___ Yes ___ No
- 1.3.4. Are there any claims, arbitration proceedings or suits of any kind pending or brought within the last five years against Contractor or any of its officers, directors, or owners relating in any way to any contract?
___ Yes ___ No
- 1.3.5. Have any federal, state, or local government agencies, institutions, public bodies, or public entities excluded, suspended, or barred Contractor or any of its officers, directors, or owners from bidding on any contract within the past ten years? (Attach documents as necessary.)
___ Yes ___ No

h. LICENSING (local, state, and/or nationwide)

- Does the Contractor have a Class A Virginia General Contractor’s license?
___ Yes ___ No

Pre-Qualification Process & Questionnaire

2.2. What is the Contractor's Class A Virginia General Contractor's license number (attach a copy of license)?

2.3. Who is Contractor's "Designated Employee" within the meaning of the licensing statute and its implementing rules for purposes of its Virginia Class A General Contractor's license?

2.4. What is the role of the Contractor's Designated Employee in the Contractor's organization?

14. APPROPRIATE EXPERIENCE

- Has the Contractor (parent organization and/or the office that is proposed to perform the Work) ever been denied Prequalification by any governmental or public agency, entity, or body in the last ten years? If so, provide the date, the name and address of the entity, the reason for denial, and attach a copy of the notice of denial.

____ Yes ____ No

Explanation: _____

- Legal Issues.

- Has Contractor ever failed to complete any work awarded to it?

____ Yes ____ No

If the answer to this question is yes, provide the name of the Project, Owner, and Architect/Engineer, including Company name, address, and phone number, associated with the event; and details of the failure to complete.

3.3. Attach a list of all construction projects that **the specific office which will perform this work has in progress**. Do **not** include projects being performed by a home office or branch office other than the specific office that will perform this work.

3.3.1. Include for each, the Owner's name, address, project location, and contact person with phone number of each project.

3.3.2. State total project cost of the work in progress and under contract:

3.3.3. Include for each, architect's firm name, telephone number, and appropriate contact person.

3.4. As noted within the "Instructions to Contractors – Appropriate Experience", attach a list of all new and/or addition/renovation educational projects in excess of **250,000 square feet** or **\$50,000,000 total construction value** for each project that the office proposed to perform the Work **has completed** since **November 1, 2007**.

The list shall be limited to projects performed by **the specific office from which the project will be managed**. Do not include projects being performed by a home office or branch office other than the **specific office that will perform this work**.

3.4.1. Include for each, the Owner's name, address, project location, and contact person with phone number for each project.

Pre-Qualification Process & Questionnaire

- 3.4.2. State total construction cost of the work and the type of contract basis used. Provide initial contract amount and final contract amount. Provide brief explanation where changes exceed 3%.
 - 3.4.3. Include for each, Architect's firm name, telephone number, and appropriate contact person.
 - 3.4.4. Include for each, the schedule.
- 3.5 Attach resumes of key personnel proposed for this project, demonstrating compliance with the requirements listed in paragraph D.2.b on page C-3, Instructions to Contractors Regarding Prequalification to Bid Process. For key personnel proposed, provide name, intended role on project, years of construction experience, years with current employer, years in current position, and experience on similar projects. Specific experience with the use of Building Information Modeling (BIM) technologies to improve coordination of construction activities is preferred.

4. FINANCIAL

- 4.1. Certify below that the Contractor can obtain a Surety Bond from a corporation included on the United States Treasury list of acceptable sureties corporations in the amount and type required for this project (Bid bond as required by law, Performance Bond for 100% of contract sum) and can provide evidence of such ability, if requested:
 Yes No
- 4.1.1. Name of surety/bonding company:
- 4.1.2. Name and address of the bonding company agent:
- 4.1.3. Current bonding capacity with a contract surety/bonding company:
- 4.1.3.1. For any single project:
 - 4.1.3.2. For all projects:
- 4.1.4. Current line of bonding credit that surety or sureties have extended to the Contractor (i.e., current outstanding bonds).
- 4.1.5. Have Performance or Payment Bond claims ever been made to a surety for this Contractor on any project, past or present, within the past five years? If the answer is yes, please describe the claim, provide the name and address of the surety involved and the person or entity making the claim, and state the resolution of the claim:
 Yes No
- 4.1.6. Has any surety refused to bond the Contractor on any project in the last five years? If the answer is yes, provide the name and address of the surety company and specify the reasons given for the refusal:
 Yes No

Pre-Qualification Process & Questionnaire

5. Certify below whether the Contractor can obtain insurance from an insurance company licensed in Virginia that is rated by A.M. Best A-1 or better as to quality and VII or larger as to size in the amounts indicated on the attachment hereto.

___ Yes ___ No

5.1. Name of insurance company: _____

5.2. Name and address of insurance agent: _____

5.3. Current insurance coverage: _____

5.4. Has any insurance company refused to insure you within the last five years? If your answer is yes, provide the name and address of the insurance company and the reasons.

___ Yes ___ No

If yes, insurance company name and address and reasons:

_____.

6. OTHER

6.1. List and/or attach any additional information that the Contractor believes will assist the Owner in evaluating its qualifications for this Project.

The undersigned Contractor certifies that it is a Class A Contractor under 54.1-1100 et seq., of the Code of Virginia. The undersigned Contractor agrees to comply with and be bound by City of Manassas' Prequalification Process.

The undersigned hereby acknowledges receipt of Addenda (if any):

Addendum No. _____ , dated _____

Addendum No. _____ , dated _____

The undersigned affiant certifies under oath and under penalty of perjury that the information contained in this Application and Qualification Statement and Questionnaire and attachments thereto, and any other information submitted with this Application is complete, true, and correct so as not to be misleading in any way.

(Firm Name)

(Seal if Corporation)

(Address)

Pre-Qualification Process & Questionnaire

(City, State, Zip Code)

(Signature)

(Title)

(Date)

STATE of _____, County/City of _____.

_____ personally known to me or satisfactorily identified to me personally appeared before me this ____ day of _____, 20____, and swore or affirmed under penalty of perjury that the information contained in this Application and Qualification Statement and Questionnaire and attachments thereto, and any other information submitted with it was complete, true, and correct so as not to be misleading in any way.

Notary Public Signature _____

My Commission expires _____.

Notary Seal:



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 5 minutes

Agenda Title: Resolution #R-2019-41: SUP #2019-04, Navdeep Sandhu Sedation Dentistry, 9420 Forestwood Lane, Unit #201

Recommendation: Approve

Motion: I move that Resolution #R-2019-41 be approved.

Date Last Considered by City Council: Public Hearing - January 14, 2019

Summary and/or Comments: Consideration of a request for a special use permit for a medical care facility limited to facilities that are operated for the performance of surgical or other procedures where the patient is not capable of self-preservation during the procedure or recovery. The SUP would permit sedation dentistry as part of a by-right medical office use.

Board – Committee – or Commission Reviewed: Planning Commission – December 5, 2018 (Recommended Approval 5/0)

Fiscal Impact: N/A

Staff Contact: Kelly E. Davis, AICP, Senior Planner
kdavis@manassasva.gov
(703) 257-8225

MOTION: _____

January 28, 2019
Regular Meeting
Res. No. R-2019-41

SECOND: _____

RE: Special Use Permit #2019-04: Navdeep Sandhu Sedation Dentistry, 9420 Forestwood Lane Unit #201

WHEREAS, Navdeep Sandhu has applied for a special use permit, pursuant to §130-241 of the Manassas City Zoning Ordinance to allow a medical care facility limited to facilities that are operated for the performance of surgical or other procedures where the patient is not capable of self-preservation during the procedure or recovery; and

WHEREAS, the Community Development staff has reviewed the application and RECOMMENDS APPROVAL subject to specific conditions; and

WHEREAS, the City of Manassas Planning Commission held a public hearing on December 5, 2018, after full compliance with all state code public hearing notice and posting requirements and RECOMMENDS APPROVAL subject to specific conditions; and

WHEREAS, the Manassas City Council held a public hearing on January 14, 2019, after full compliance with all state code public hearing notice and posting requirements; and

WHEREAS, among the purposes of zoning called out in Chapter 15.2-2283 of the Code of Virginia is "to facilitate the creation of convenient, attractive, and harmonious community"; and

WHEREAS, among the matters to be considered in drawing and applying zoning ordinances and districts called out in Chapter 15.2-2284 of the Code of Virginia is "the suitability of property for various uses"; and

WHEREAS, the City Council upon careful consideration finds that approval of SUP #2019-04 is justified by public necessity and convenience and general welfare, and is consistent with reasonable zoning practices, and that the cumulative effect of the activity proposed will not be detrimental to the character and development of the adjacent land, and is in reasonable harmony with the City's land use plan and policies; and

WHEREAS, the City Council finds that a comprehensive list of conditions and safeguards can eliminate or mitigate the negative impacts of the proposed use sufficiently to justify approval.

NOW, THEREFORE, BE IT RESOLVED that the Manassas City Council does hereby APPROVE SUP #2019-04 in regular session this 28th Day of January 2019, subject to the conditions listed on the attached pages.

Special Use Permit Conditions

SUP# 2019-04, Navdeep Sandhu Sedation Dentistry
9420 Forestwood Lane #201

November 30, 2018

In addition to compliance with all applicable zoning, subdivision, and Design & Construction Standards Manual (DCSM) requirements, the development and use of the designated property shall be subject to the following conditions:

1. The use approved with this special use permit shall be limited to a Medical Care Facility limited only to those facilities permitted by part (4) of the Zoning Ordinance definition for Medical Care Facility. The forgoing may be operated in connection with other by-right uses. Any by-right uses permitted on this property are not subject to the conditions listed below.
2. The use shall be developed and operated in general conformance with the SUP plan entitled Dr. Payam – Dr. Sandhu, prepared by Arminco Inc, and dated November 2018.
3. Any new freestanding sign as permitted under the zoning ordinance and proffers shall be one monument style sign, not to exceed (10) ten feet in height. Any new sign shall not be internally illuminated and shall be landscaped with shrubs and/or perennials.
4. Hours of operation shall be limited to 6 AM to 8 PM.
5. All new exterior lighting shall be downward-directed and shielded to prevent illumination of adjacent properties.
6. There shall be no use of any exterior loud speakers or other form of exterior audio equipment.
7. A copy of the conditions for this special use permit shall be included with any lease agreements and with any permit application submitted to the City of Manassas.
8. The use of this property shall be in compliance with all federal, state, and local ordinances.

Matthew D. Arcieri, Zoning Administrator

Date

This signature certifies that these conditions were approved by the Manassas City Council as part of the above referenced special use permit.



45449 SEVERN WAY UNIT 155
 STERLING, VA 20166
 TEL 703.430.6669
 FAX 703.430.6680

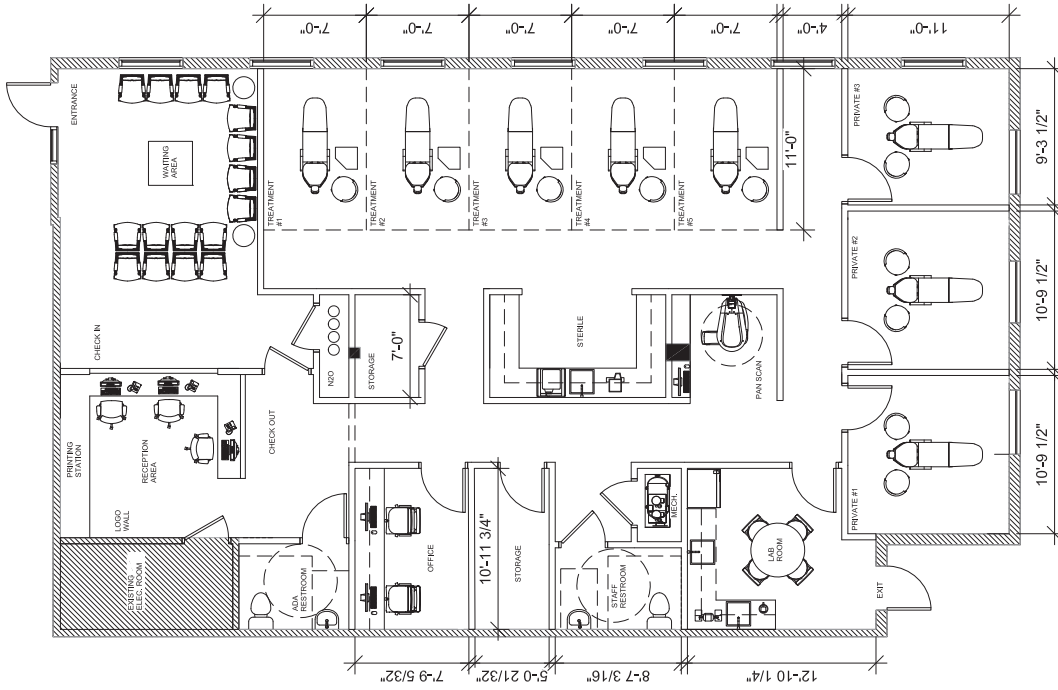
DR. PAYAM - DR. SANDHU

9420 FORESTWOOD LANE #201
 MANASSAS VA, 20147

FLOOR PLAN

PROJECT No: 11-2018
 CAD FILE: A-1.0 FLOOR PLAN
 DRAWN BY: -
 CHECK BY: -
 PLOT DATE: 11/9/2018 3:18 PM

A-1.0



1 FLOOR PLAN
 1/16" = 1'-0"



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 5 Minutes

Agenda Title: Ordinance #O-2019-11: An Ordinance to Approve Rezoning #2018-01:
Jefferson Square (Second Reading)

Recommendation: Approve

Motion: I move that Ordinance #O-2019-11 be approved.

Date Last Considered by City Council: January 14, 2019 (1st Reading, Approved 5/1)

Summary and/or Comments: Consideration of a rezoning to B-3.5, City Center Planned, with proffers to allow up to 85 townhouses and 20 single-family detached units.

Board – Committee – or Commission Reviewed: Planning Commission – November 7, 2018 (Recommended Approval 5/1)

Fiscal Impact: See staff report dated December 10, 2018

Staff Contact: Kelly Davis, AICP, Senior Planner
kdavis@manassasva.gov
(703) 257-8225

ORDINANCE #O-2019-11

First Reading	January 14, 2019
Second Reading	January 28, 2019
Enacted	
Effective	

AN ORDINANCE TO APPROVE REZONING #2018-01: Jefferson Square

WHEREAS, BHP Enterprises, LLC has applied to rezone ±9.88 acres from R-2-S, Small Lots, Single-Family Residential and AOD, Airport Impact Overlay District, to B-3.5, City Center Planned and AOD, with proffers to allow up to 85 single-family attached dwelling units and 20 single-family detached dwelling units; and

WHEREAS, the Community Development staff has reviewed the application and RECOMMENDS APPROVAL subject to specific proffers; and

WHEREAS, the City Planning Commission held a public hearing on November 7, 2018, after full compliance with all state code public hearing notice and posting requirements and RECOMMENDS APPROVAL subject to specific proffers; and

WHEREAS, the City Council of the City of Manassas held a public hearing on December 10, 2018, and January 14, 2019, after full compliance with all state code public hearing notice and posting requirements; and

WHEREAS, among the purposes of zoning called out in Chapter 15.2-2283 of the Code of Virginia is to “facilitate the creation of a convenient, attractive, and harmonious community”; and

WHEREAS, among the matters to be considered in drawing and applying zoning ordinances and districts called out in Chapter 15.2-2284 of the Code of Virginia is: “the existing use and character of the property”; and

WHEREAS, the City Council upon careful consideration finds that approval of REZ #2018-01, is justified by public necessity and convenience and general welfare, and is consistent with reasonable zoning practices, and that the cumulative effect of the activities permitted with this rezoning will not be detrimental to the character of the adjacent land, and is in reasonable harmony with the City’s land use plan and policies.

NOW THEREFORE, BE IT ORDAINED by the Council of the City of Manassas, Virginia, meeting in regular session this 28th day of January, 2019, that REZ #2018-01 is hereby APPROVED and accepts the attached proffers dated December 27, 2018.

PROFFER STATEMENT
Jefferson St. Assemblage

REZONING: Project No. Rezoning # 2018-01

PROPERTY: Area to be rezoned is 9601 Jefferson St. (Multiple Parcels)
101-01-00-68A, 101-01-00-67A, 101-01-00-67, 101-01-00-66A, 101-01-00-66B,
101-01-00-66C, 101-01-00-66D, 101-01-00-75, 101-01-00-76, 101-01-00-76A,
101-01-00-77, 101-01-00-70, 101-01-00-69, 101-04-00-21

RECORDED OWNERS: BHP Enterprises, LLC, Matthew R. & Megan J. Nelson,
William R. Pannell, Selma Walker, Ricardo M. Bennett

PROJECT NAME: Jefferson Square

ORIGINAL DATE

OF PROFFERS:	March 2, 2018
Revised	July 20, 2018
Revised	August 27, 2018
Revised	October 9, 2018
Revised	October 25, 2018
Revised	November 1, 2018
Revised	November 29, 2018
Revised	November 30, 2018
Revised	December 4, 2018
Revised	December 27, 2018

The undersigned hereby proffers that the use and development of the subject property (“Property”), as described above, shall be in substantial conformance with the following conditions, which shall supersede all other proffers that may have been made prior hereto. The headings of the proffers set forth below have been prepared for convenience or reference only and shall not control or affect the meaning or be taken as an interpretation of any provision of the proffers.

The term “Applicant” or “Developer” as referenced herein shall include in its meaning the present owner of the property, all future owners, their assigns, and successors in interest.

The term “Guidelines” as referenced herein shall mean the Jefferson Square Design Guidelines, dated August 18, 2018 revised December 27, 2018.

LAND USE

- 1.1 Development of the Property shall include the following Land Uses: Single Family Detached and Single Family Attached (townhouse) residential dwelling units under a B-3.5 zoning.
- 1.2 Applicant proffers that the development of the property shall be in substantial conformance with Generalized Development Plan dated October 5, 2018 revised December 19, 2018, subject to minor modifications due to final engineering.

PROJECT PHASING

- 2.1 The project will be done as a single development as to site work. Construction of units will be dictated by market conditions.

ARCHITECTURAL DESIGN, SIGNAGE AND LANDSCAPING

- 3.1 The Development shall be in substantial conformance to the Jefferson Square Design Guidelines.
- 3.2 The property will be subject of an Owner’s Association to ensure continued compliance with the Design Guidelines. The Owner’s Association will also be responsible and have control over all common areas, private roads, and stormwater management features and pipes carrying water to the point of entry into the City’s storm system. The Association documents and/or subdivision plat will provide easements for said maintenance. The Association will also:

- a. Be the fee simple owner of all areas designated as open space/buffer;
- b. Be the fee simple owner of all private streets;
- c. Be required by its organizational documents to:
 - (i) Maintain all property it owns in good condition;
 - (ii) Maintain all improvements erected on land owned by the Association, including, but not limited to, snow removal from private streets, and repair and replacement of private streets;
 - (iii) Maintain and replace as necessary all street trees located immediately adjacent to the public sidewalks;
 - (iv) Approve all exterior modifications;
 - (v) Provide a liaison to work with the neighboring Industrial School community;
 - (vi) Maintain and replace as necessary both the Jefferson Square and Industrial School signs within the development.

3.3 The applicant proffers that the architecture shall be in substantial conformance with the elevations and Design Guidelines.

3.4 All community improvements per Proffer 10.2 for the development will be constructed by the developer once the fiftieth (50th) building permit has been issued for the Single Family Attached portion of the project.

ACCESSIBILITY OF RESIDENTIAL UNITS

4.1 In the event the Developer conveys a residential unit to an individual with a disability and such unit requires modification to accommodate the disability, then the Applicant shall comply with the applicable ADA and FHA Fair Housing Requirements at no cost to the purchaser.

RESIDENTIAL UNITS

- 5.1 All single family attached units will be a minimum of 20-feet in width. A maximum of thirty seven (37) single family attached units shall be 20-feet wide, a minimum of thirty six (36) single family attached units shall be 22-feet wide, and a minimum of twelve (12) single family attached units shall be 24-feet wide.
- 5.2 All single family detached units will be at least 2,500 square feet minimum in above ground living space and all attached townhomes shall be a minimum of 1,800 square feet in living space.
- 5.3 Applicant proffers that the maximum number of single family detached units will not exceed twenty (20) and that the maximum number of single family attached units will not exceed eighty-five (85).
- 5.4 The HOA created under Proffer 3.2 shall prohibit, by covenants, the conversion of garage parking to any exclusive/permanent use such as storage or living space to ensure that such area allows for the parking of motorized vehicles.
- 5.5 The HOA created under Proffer 3.2 shall prohibit, by covenants, the parking on the Property of service vehicles, commercial vehicles, boats, trailers, and recreational vehicles, except when such parking is temporary for the purpose of providing a service.

NOISE ATTENUATION

- 6.1 Noise disclosure due to train traffic will be disclosed as part of all deeds, and such disclosure shall be prominently displayed in any model home for the project

TREE PRESERVATION AND BUFFERS

- 7.1 The Applicant shall work with the City's Arborist to identify trees worthy of preservation.
 - 7.1.1 Areas depicted as "Tree Save Area", on the GDP, shall be preserved and protected during construction in accordance with the requirements of the DCSM and the approved site plan. Upon consultation and approval of the City Arborist, dead and diseased trees within the tree save area may be trimmed or removed, together with any trees that pose a risk to the safety of persons or any building. Trees that are removed hereunder shall be replaced with the concurrence of the City Arborist with new trees meeting all requirements of the DCSM.
 - 7.1.2 The Applicant shall, prior to the issuance of any site development permit and commencement of clearing and grading, delineate all tree save areas as shown on the GDP and approved site plan by the use of four-foot welded wire construction fencing. Trenching shall only be permitted inside the root zone of any tree(s) to be saved if approved by the City Arborist.
 - 7.1.3 All landscaping trees to be installed shall be in accordance with DCSM 3-470.3.2 and all new bushes and shrubs will be of non-invasive varieties.

SCHOOLS

- 8.1 The Applicant shall contribute to the City of Manassas the sum of \$5,242.11 per residential single family attached unit and single family detached unit constructed on the Property, to mitigate the anticipated impact on the City's schools. This contribution shall be paid after the completion of final inspection and prior to the issuance of a certificate of occupancy for any unit.

PUBLIC SAFETY

- 9.1 The Applicant will contribute \$3,775.01 per single family attached and detached unit to mitigate the anticipated impact on City public safety facilities. This contribution shall be paid after the completion of final inspection and prior to the issuance of a certificate of occupancy for any unit.

CULTURAL RESOURCES

- 10.1 The Applicant shall provide open space and park areas as shown on the General Development Plan and Design Guidelines. Additionally, the applicant shall contribute \$2,678.69 per single family attached and detached unit to mitigate the anticipated impact on cultural resources including parks and recreation facilities. This contribution shall be paid after the completion of final inspection and prior to the issuance of a certificate of occupancy for any unit.
- 10.2 The Applicant shall commit to providing an open courtyard that shall contain a community garden, benches, and playground equipment as shown on the GDP and Design Guidelines. The applicant shall fund the start-up costs and a minimum of two years of maintenance costs for this amenity. Access to such amenities shall be open to the neighboring community with the exception of the community garden.
- 10.3 The Applicant shall provide a public plaza as shown on the GDP with a historic marker and interpretive displays to commemorate the African American school site. The location, design, and wording of these improvements will be shown on the final site plan and construction of the public plaza with the marker and displays will be constructed by the developer once the tenth (10th) building permit has been issued for the Single Family Detached portion of the project.

- 10.4 The Applicant shall install a monument style sign on the single-family corner of Prince William and Jefferson Streets as located on the GDP and depicted within the Design Guidelines, acknowledging the Industrial School subdivision to be approved by the City. All future maintenance of this sign will be the full responsibility of the Jefferson Square HOA.
- 10.5 The Applicant shall relocate the current easement for a trail connection with Winter's Branch but will not provide a connection.
- 10.6 The Applicant shall work with the City to fully identify and preserve any artifacts found on site during construction and shall allow access to city officials during early site development to allow for discovery and detection of such items.

TRANSPORTATION

- 11.1 The Applicant shall install frontage improvements and internal private roads as depicted on the GDP to include design, bond, and construction of new sidewalks, curb and gutter, street lighting, widening, and pedestrian crosswalks on Jefferson Street and Lincoln Avenue. In addition, the applicant shall mill and repave the full width of the following roads:
Jefferson Street, from Prince William Street to McKinley Avenue;
and Lincoln Avenue from Jefferson Street to the existing dead-end.
- 11.2 The Applicant will provide a connection to the sidewalk on McKinley Avenue from the applicant's side of Jefferson Street with City approval.

UTILITIES

- 12.1 The Applicant shall be responsible for all utility connections which shall be underground. The water system shall be looped in a manner satisfactory to the City of Manassas to eliminate dead ends in order to satisfy fire protection requirements.

CONSTRUCTION

- 13.1 Noise generating activities shall be limited to the hours of 7:00am and 6:00 pm Monday through Friday, excluding Federal holidays. Noise generating activities shall be permitted during other time periods and on additional days and time periods as set forth on a construction schedule or schedules prepared by the Applicant and approved by the City.
- 13.2 Abutting property owners shall be notified in writing at least two weeks prior to the commencement of the site clearing or any other site construction. A copy of said letter with the certified mail receipts shall be sent to the Department of Community Development.
- 13.3 All construction related equipment and vehicles, whether owned by contractors or workers, shall be parked within the construction site and not along any existing public street. All construction-related equipment and vehicles shall be prohibited from using Jefferson Street and Lincoln Avenue except for the construction of the single family detached dwelling units.
- 13.4 All equipment and materials staging shall be contained within the construction site and not along any existing public street.

MODIFICATIONS AND SPECIAL PROVISIONS

Under the authority of the City of Manassas Zoning Ordinance § 130-304(1), the following modifications are made a part of this rezoning:

- 14.1 In accordance with the GDP the DCSM Sec. 9-550 Sidewalks are modified to allow for a minimum width of 5 feet to match the current improvements being made on Prince William Street by the City.
- 14.2 DCSM Sec.9-410.A. Two-way travel ways in parking courts or private parking lots serving more than three single-family attached units is modified as shown on the GDP.

- 14.3 DCSM Sec. 6-540.A. Fire lanes in commercial, residential, industrial, and educational areas are modified as shown on the GDP, subject to the use of mountable curbs and final approval by the fire marshal at site plan.
- 14.4 The minimum and maximum front setback as required by Sec. 130-304(d) are modified as shown on the GDP to allow additional variation in unit setback.
- 14.5 Street lighting as required by Sec. 130-304(i), is modified along public streets and shall be in accordance with the Prince William Street Capital Improvement project and the DCSM.

MONETARY CONTRIBUTION ESCALATION

- 15.1 In the event the monetary contributions proffered herein are paid after thirty-six (36) months from final rezoning approval, the applicant agrees that all monetary contributions are subject to an annual adjustment in accordance with the [Urban Consumer Price Index](#) (CPI-U) published by the U.S. Department of Labor subject to applicable laws.

[Signatures Appear on Following Pages]

SIGNATURE PAGE

Each proffer made in connection with this application for rezoning was made voluntarily and complies with applicable law. Each proffer is reasonably related both in nature and extent to the impacts of the proposed development. No agent of the City has suggested or demanded a proffer that is unreasonable under applicable law.

BY: BHP ENTERPRISES LLC

NAME: 

TITLE: PAUL NICHOLS MANAGING MEMBER

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

SIGNATURE PAGE

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BY: _____

NAME: William R. Farnell 101-01-00-67A

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

SIGNATURE PAGE

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BY: Demetrius J. Winston 101-01-00-67

NAME: Demetrius J. Winston

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

SIGNATURE PAGE

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BY:  _____

NAME: Ricardo Bennett _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

SIGNATURE PAGE

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BY: Matthew Nelson

NAME: Matthew Nelson

TITLE: 9603 Jefferson property owner

BY: Megan J. Nelson

NAME: Megan Nelson

TITLE: 9603 Jefferson property owner.

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

BY: _____

NAME: _____

TITLE: _____

D	REVISION
2016-11-23	REVISED PER CITY COMMENTS
2018-08-01	REVISED PER CITY COMMENTS
2018-10-06	REVISED PER CITY COMMENTS
2018-12-19	REVISED PER CITY COMMENTS

GENERAL DEVELOPMENT PLAN (GDP)

JEFFERSON SQUARE REZ #2018-01

CITY OF MANASSAS, VIRGINIA



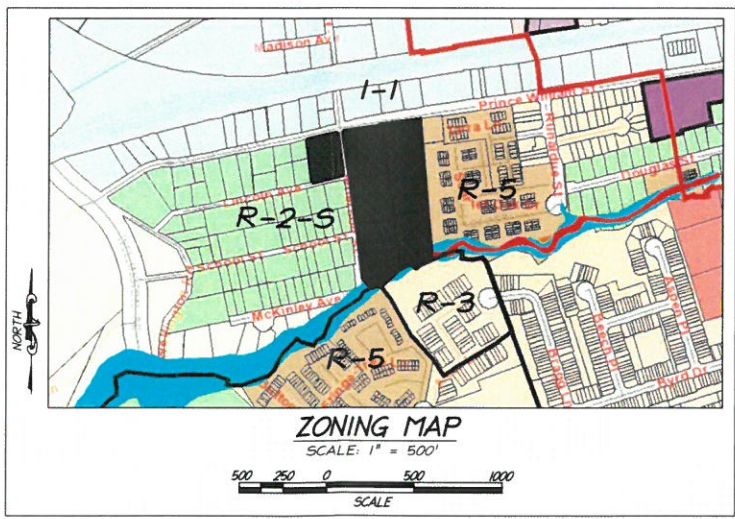
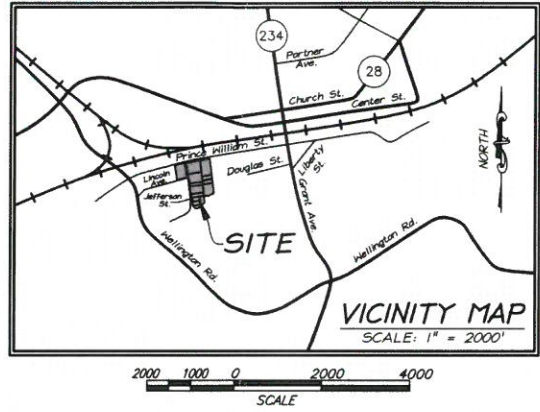
SHEET INDEX	
1 -	COVER SHEET
2 -	EXISTING CONDITIONS PLAN
3 -	LAYOUT
4 -	LAYOUT
5 -	CONCEPTUAL LANDSCAPE PLAN
6 -	CONCEPTUAL LANDSCAPE PLAN

SUBMISSION NARRATIVE

THIS IS A REZONING SUBMISSION TO 'CITY CENTER PLANNED' (B-3.5) FOR A TOWNHOUSE AND SINGLE-FAMILY DETACHED DEVELOPMENT PROJECT. THE SUBMISSION PACKAGE CONTAINED HEREIN INCLUDES A GENERAL DEVELOPMENT PLAN. THE GDP FOR PROPOSED TOWNHOUSES AND SITE IMPROVEMENTS AIMS TO CREATE A CONNECTED, WALKABLE COMMUNITY WITH AMENITY AND RECREATIONAL SPACES.

GENERAL NOTES

- THE PROPERTIES SHOWN HEREON ARE IDENTIFIED ON THE CITY OF MANASSAS, VIRGINIA GEOGRAPHIC INFORMATION SYSTEM, AS MAP: #101-01-00-69, #101-01-00-70, #101-01-00-75, #101-01-00-76, #101-01-00-76A, #101-01-00-77, #101-01-00-68A, 101-01-00-66A, 101-01-00-66B, 101-01-00-66C, 101-01-00-66D, 101-01-00-67, 101-01-00-67A, AND 101-04-00-21.
- THE PROPERTIES SHOWN HEREON ARE NOW IN THE NAME OF: BHP ENTERPRISES, LLC, RECORDED AT INSTRUMENT #20131203015997, INSTRUMENT #201402070009124, INSTRUMENT #201404290027123, INSTRUMENT #201506100046292, INSTRUMENT #20160110001775, MATHEW R. & MEGAN J. NELSON, INSTRUMENT #20161009003211, WILLIAM R. PANNEL, DEED BOOK 617 AT PAGE 666, SELMA WALKER, INSTRUMENT #200904030031493 AND RICARDO M. BENNETT, RECORDED AT INSTRUMENT #20081008006943 ALL AMONG THE LAND RECORDS OF PRINCE WILLIAM COUNTY, VIRGINIA.
- GROSS SITE AREA: 430,340 SQ. FT. OR 9.87424 ACRES.
- CURRENT ZONING: R-2-5, SMALL LOTS, SINGLE-FAMILY RESIDENTIAL. THE SUBJECT PROPERTIES ARE WITHIN THE AIRPORT IMPACT OVERLAY DISTRICT.
- EXISTING USE: VACANT LAND
- A TITLE ABSTRACT HAS BEEN PROVIDED BY "CROSSROADS TITLE SERVICE, INC.", DATED MAY 9th, 2017. THIS DOCUMENT DOES NOT REPRESENT A CURRENT ALTA/NSPS SURVEY.
- TOPOGRAPHIC INFORMATION IS FROM A FIELD RUN BOUNDARY AND TOPOGRAPHIC SURVEY COMPLETED BY christopher consultants, ltd, DATED AUGUST 2, 2016. THE CONTOUR INTERVAL IS TWO (2) FEET.
- THE PHYSICAL IMPROVEMENTS AND BOUNDARY SHOWN HEREON IS BASED UPON A FIELD SURVEY DONE BY THIS FIRM BETWEEN THE DATES OF MAY 31st, 2016 AND MAY 22nd, 2017.
 - A.) HORIZONTAL DATUM SHOWN HEREON IS REFERENCED TO THE VIRGINIA COORDINATE SYSTEM (VCS) 1983 - NORTH AS ESTABLISHED FROM A CURRENT GPS SURVEY.
 - B.) THE VERTICAL DATUM SHOWN HEREON IS REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88) AS ESTABLISHED FROM A CURRENT GPS SURVEY.
- TO THE BEST KNOWLEDGE OF THE ENGINEER AND DEVELOPER, THERE ARE NO GRAVES OR BURIAL SITES LOCATED ON THE PROPERTY.
- TO THE BEST KNOWLEDGE OF THE ENGINEER AND DEVELOPER, THERE ARE NO HAZARDOUS OR TOXIC SUBSTANCES ON THE PROPERTY.
- THERE ARE NO SCENIC ASSETS OR NATURAL FEATURES DESERVING OF PROTECTION AND PRESERVATION ON THE SUBJECT PROPERTY.
- NO GEOTECHNICAL, SUBSURFACE, FIELD REVIEWS, RESEARCH, AGENCY OR GOVERNMENTAL RECORD REVIEWS, OR OTHER INVESTIGATIONS HAVE BEEN MADE FOR THE PURPOSE OF LOCATING, OR DETERMINING THE EXISTENCE OF WETLANDS, HAZARDOUS MATERIALS, OR OTHER ENVIRONMENTAL CONCERNS ON SITE IN THE PERFORMANCE OF CHRISTOPHER CONSULTANTS, LTD SERVICES FOR THE PROJECT AS SHOWN HEREON.
- THE AREA SHOWN HEREON IS LOCATED ON THE FLOOD INSURANCE RATE MAPS (FIRM), COMMUNITY PANEL NO. 51153C0176 D, WITH AN EFFECTIVE DATE OF JANUARY 5, 1995.
- THIS SUBJECT PROPERTY IS LOCATED IN THE CANNON BRANCH TRIBUTARIES AND WINTERS BRANCH WATERSHEDS OF CITY OF MANASSAS. THE SUBJECT PROPERTY IS SERVED BY PUBLIC WATER AND SEWER.
- PROPOSED ZONING: B-3.5, CITY CENTER PLANNED.
- TO THE BEST KNOWLEDGE OF THE ENGINEER AND DEVELOPER, THIS GDP CONFORMS TO ALL APPLICABLE ORDINANCES, REGULATIONS AND ADOPTED STANDARDS, UNLESS OTHERWISE SPECIFICALLY NOTED.
- THIS DEVELOPMENT PROPOSAL IS COMPATIBLE WITH THE EXISTING DEVELOPMENT IN THE VICINITY OF THIS SITE IN TERMS OF USE, TYPE, AND INTENSITY.
- NO ADVERSE EFFECTS TO NEIGHBORING PROPERTIES ARE ANTICIPATED WITH THIS DEVELOPMENT.
- PROPOSED SIGNAGE WILL CONFORM TO ARTICLE IV OF THE ZONING ORDINANCE.
- THE SUBJECT PROPERTIES ARE WITHIN ONE-HALF MILE OF AN ACTIVE RAILROAD LINE. THIS WILL BE DISCLOSED TO FUTURE PROPERTY OWNERS.
- ALL LIGHTING ALONG PUBLIC STREETS WILL BE IN CONFORMANCE WITH THE DCSP.
- MAINTENANCE OF COMMON OPEN SPACE, LANDSCAPING, PRIVATE STREETS AND BMP FACILITIES SHALL BE RESPONSIBILITY OF FUTURE HOME OWNERS' ASSOCIATION.



I HEREBY PROFFER THAT THE DEVELOPMENT OF THE SUBJECT PROPERTY OF THIS APPLICATION SHALL BE IN STRICT ACCORDANCE WITH THE CONDITIONS SET FORTH IN THE SUBMISSION, UNLESS AMENDMENT THERETO IS MUTUALLY AGREED UPON BE THE CITY COUNCIL AND THE UNDERSIGNED.

X
PAUL NICHOLS (MANAGING MEMBER OF BHP ENTERPRISES LLC)

APPLICANT:

BHP ENTERPRISES, LLC.
13625 WAYLON LANE
MANASSAS, VA 20112

COVER SHEET

JEFFERSON SQUARE
GENERAL DEVELOPMENT PLAN
CITY OF MANASSAS,
VIRGINIA

PROJECT NO. 16056.002.00
SCALE: AS SHOWN
DATE: 12/19/18
DESIGN: LBD DRAWN: LBD CHECKED: DL
SHEET No.

JAN 03 2019

D.	REVISION
2016	3 REVISED PER CITY COMMENTS
2018-08-01	REVISED PER CITY COMMENTS
2018-10-05	REVISED PER CITY COMMENTS
2018-12-19	REVISED PER CITY COMMENTS

LEGEND

- 20 — : EX. CONTOUR
- : EX. WOODS LINE
- : EX. DECIDUOUS TREE
- : EX. EVERGREEN TREE
- : EX. BOUNDARY
- : EX. EDGE OF PAVEMENT (EP)
- : EX. FENCE (ALL TYPES)
- : EX. WATER LINE (W/L)
- : EX. OVERHEAD UTILITY LINE
- : EX. GAS LINE
- : EX. ELECTRIC UTILITY LINE
- : EX. TELEPHONE UTILITY LINE
- : EX. STORM SEWER
- : EX. SANITARY SEWER
- : EX. ZONE LINE
- : EX. STORM MANHOLE
- : EX. STORM GRATE
- : EX. SANITARY CLEANOUT
- : EX. SANITARY MANHOLE
- : EX. WATER VALVE
- : EX. WATER METER (W/M)
- : EX. POWER UTILITY POLE
- : EX. GUY WIRE
- : EX. POST
- : EX. TELEPHONE MANHOLE
- : EX. UTILITY MARKER
- : EX. ELECTRIC MANHOLE
- : EX. GAS METER
- : EX. GAS VALVE
- : IRON PIPE SET
- IPF : IRON PIPE FOUND
- TBR : TO BE REMOVED
- TBR/L : TO BE RELOCATED
- TBV : TO BE VACATED
- 10 : DENOTES OWNER TABULATION TABLE PARCEL No.
- : EX. SANITARY STRUCTURE NUMBER
- : EX. STORM STRUCTURE NUMBER

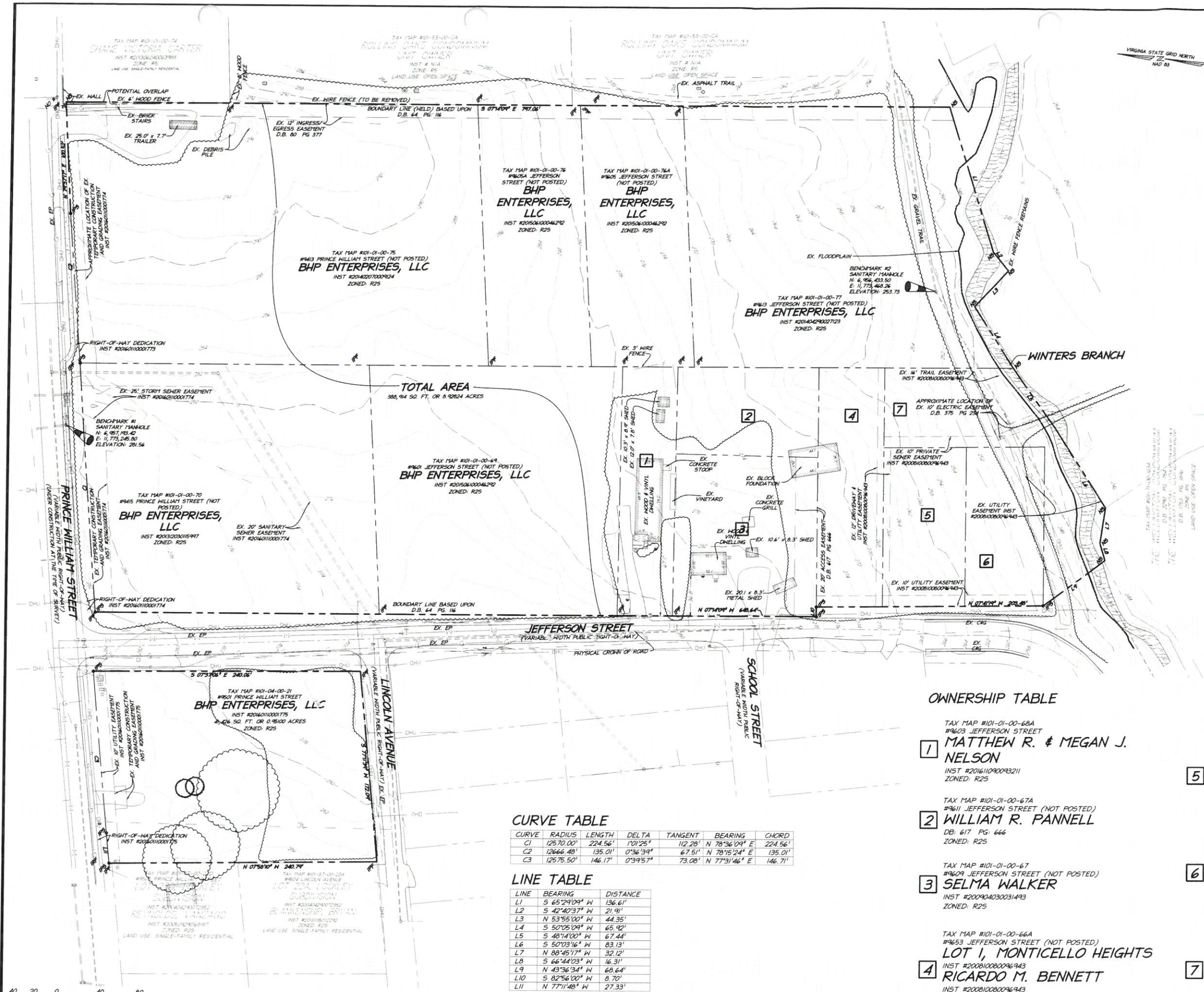
NOTE:
 PER INSPECTION BY CITY ARBORIST, TREES ON SITE MEETING DCSM REQUIREMENTS FOR PRESERVATION ARE NOT CONSIDERED SALVAGEABLE TREES IN RESPECT TO THEIR CONDITION AND QUESTIONABLE LONG-TERM HEALTH. BASED ON THIS INSPECTION, A TREE SURVEY WILL NOT BE REQUIRED.

christopher consultants
 9301 innovation drive (suite 150) - manassas, va 20110
 phone 703.393.9887 · fax 703.273.6820

EXISTING CONDITIONS PLAN

JEFFERSON SQUARE GENERAL DEVELOPMENT PLAN
 CITY OF MANASSAS, VIRGINIA

PROJECT NO: 16056.002.00
 SCALE: 1" = 40'
 DATE: 12/19/18
 DESIGN: LBD
 DRAWN: LBD
 CHECKED: DL
 SHEET No. 2 of 6



TOTAL AREA
 368,94 SQ. FT. OR 8.2824 ACRES

CURVE TABLE

CURVE	RADIUS	LENGTH	DELTA	TANGENT	BEARING	CHORD
C1	125.70.00'	224.56'	1'01'25"	112.28'	N 78°36'09" E	224.56'
C2	126.66.48'	135.01'	0°36'39"	67.51'	N 78°15'24" E	135.01'
C3	125.75.50'	146.17'	0°39'57"	73.08'	N 77°31'46" E	146.71'

LINE TABLE

LINE	BEARING	DISTANCE
L1	S 65°29'09" W	136.61'
L2	S 42°40'37" W	21.91'
L3	N 53°55'00" W	44.35'
L4	S 50°05'09" W	65.92'
L5	S 48°14'00" W	67.44'
L6	S 50°03'16" W	83.13'
L7	N 88°45'17" W	32.12'
L8	S 66°44'03" W	16.31'
L9	N 43°36'34" W	68.64'
L10	S 82°56'00" W	8.70'
L11	N 77°11'48" W	27.33'

OWNERSHIP TABLE

- 1 **MATTHEW R. & MEGAN J. NELSON**
 TAX MAP #101-01-00-68A
 #9603 JEFFERSON STREET
 INST #20161109003211
 ZONED: R25
- 2 **WILLIAM R. PANNELL**
 TAX MAP #101-01-00-67A
 #9611 JEFFERSON STREET (NOT POSTED)
 DB: 617 PG: 666
 ZONED: R25
- 3 **SELMA WALKER**
 TAX MAP #101-01-00-67
 #9609 JEFFERSON STREET (NOT POSTED)
 INST #200904030031493
 ZONED: R25
- 4 **RICARDO M. BENNETT**
 TAX MAP #101-01-00-66A
 #9653 JEFFERSON STREET (NOT POSTED)
 INST #200810080096943
 ZONED: R25
- 5 **RICARDO M. BENNETT**
 TAX MAP #101-01-00-66B
 #9655 JEFFERSON STREET (NOT POSTED)
 INST #200810080096943
 ZONED: R25
- 6 **RICARDO M. BENNETT**
 TAX MAP #101-01-00-66C
 #9657 JEFFERSON STREET (NOT POSTED)
 INST #200810080096943
 ZONED: R25
- 7 **RICARDO M. BENNETT**
 TAX MAP #101-01-00-66D
 #9651 JEFFERSON STREET (NOT POSTED)
 INST #200810080096943
 ZONED: R25

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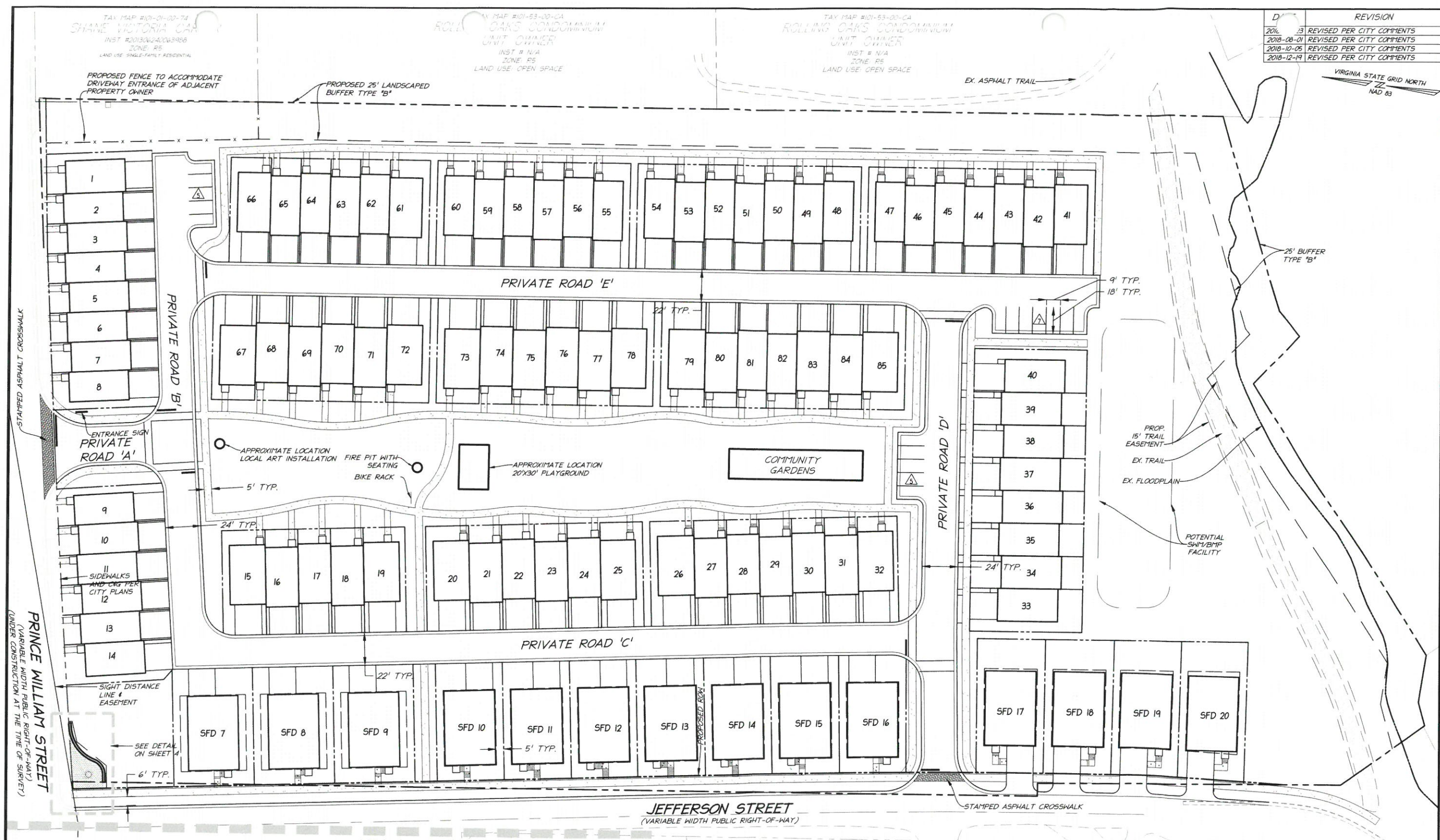
REVISION	
2016-03	REVISED PER CITY COMMENTS
2018-08-01	REVISED PER CITY COMMENTS
2018-10-05	REVISED PER CITY COMMENTS
2018-12-19	REVISED PER CITY COMMENTS

VIRGINIA STATE GRID NORTH
NAD 83

TAX MAP #101-01-00-74
SHANE VICTORIA CAR
INST #2013062-4003906
ZONE R5
LAND USE: SINGLE-FAMILY RESIDENTIAL

TAX MAP #101-53-00-CA
ROLLING OAKS CONDOMINIUM
UNIT OWNER
INST # N/A
ZONE R5
LAND USE: OPEN SPACE

TAX MAP #101-53-00-CA
ROLLING OAKS CONDOMINIUM
UNIT OWNER
INST # N/A
ZONE R5
LAND USE: OPEN SPACE



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9301 innovation drive (suite 150) - manassas, va 20110
phone 703.393.9887 - fax 703.273.6820

LAYOUT

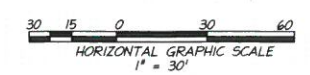
JEFFERSON SQUARE
GENERAL DEVELOPMENT PLAN
CITY OF MANASSAS,
VIRGINIA

PROJECT NO: 16056.002.00
SCALE: 1" = 30'
DATE: 12/19/18
DESIGN: LBD
DRAWN: LBD
CHECKED: DL
SHEET No.

3 of 6
107809

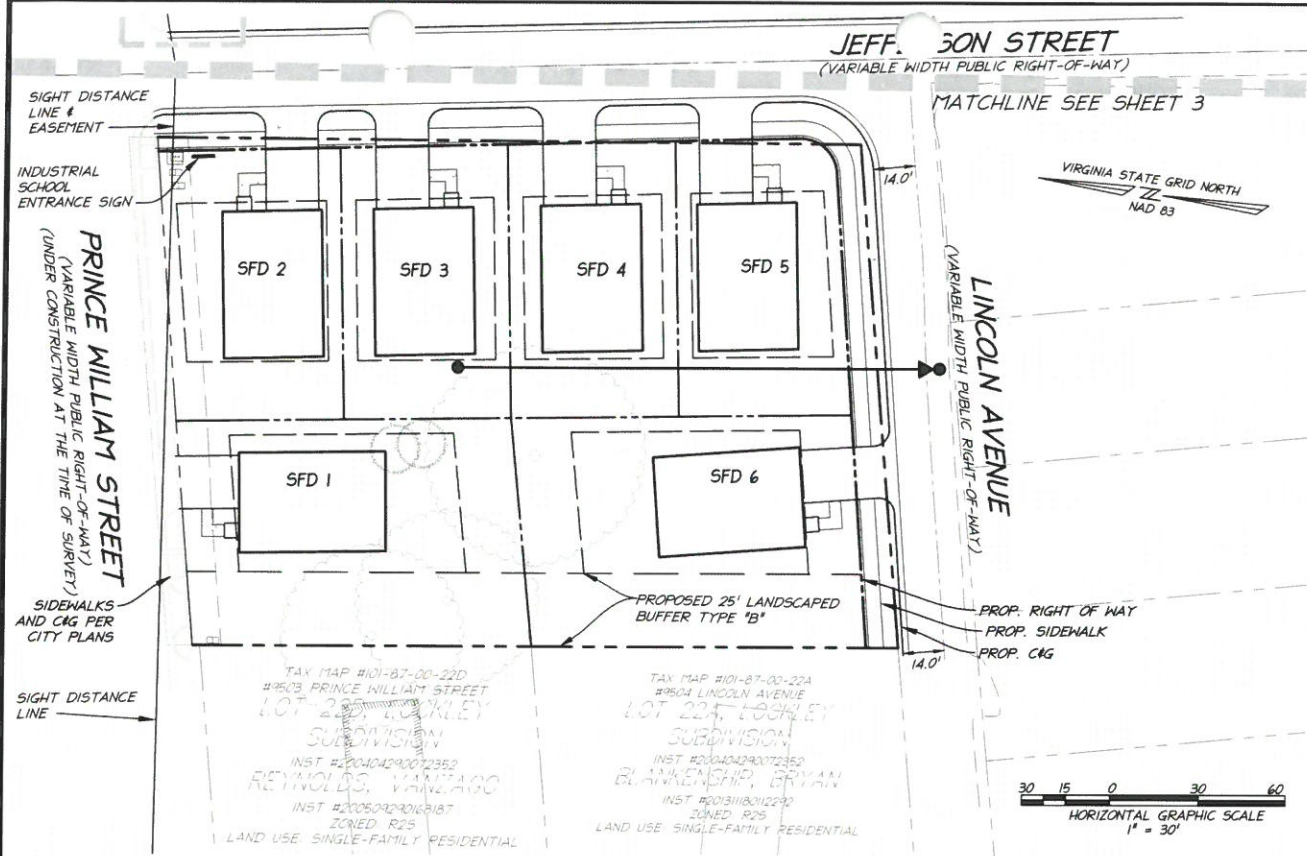
- LEGEND**
- - - EX. STREET CENTER LINE
 - - - EX. CURB & GUTTER
 - - - EX. BOUNDARY
 - - - EX. EDGE OF PAVEMENT (EP)
 - - - PROPOSED CURB AND GUTTER
 - - - PROPOSED CONCRETE SIDEWALK
 - △ PROPOSED STANDARD PARKING SPACE

NOTE: CURB RETURNS AT PRIVATE ROAD INTERSECTIONS SHALL HAVE MOUNTABLE CURB.



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DATE	REVISION
2018-03-23	REVISED PER CITY COMMENTS
2018-08-01	REVISED PER CITY COMMENTS
2018-10-05	REVISED PER CITY COMMENTS
2018-12-19	REVISED PER CITY COMMENTS



LEGEND

- EX. STREET CENTER LINE
- EX. CURB & GUTTER
- EX. BOUNDARY
- EX. EDGE OF PAVEMENT (EP)
- PROPOSED CURB AND GUTTER
- PROPOSED CONCRETE SIDEWALK

HEIGHT REQUIREMENTS

MINIMUM: 35' MINIMUM OR 2 STORIES, WHICHEVER IS LESS
 MAXIMUM: 65' MAXIMUM

PARKING TABULATIONS

REQUIREMENTS: 2.5/DU (SINGLE-FAMILY ATTACHED) - 85 TOWNHOUSES = 213 SPACES
 2.0/DU (SINGLE-FAMILY DETACHED) - 20 SFD UNITS = 40 SPACES

PROVIDED: 3 SPACES PER TOWNHOUSE (2 GARAGE, 1 DRIVEWAY) = 255 SPACES
 ADDITIONAL PARKING OFF-LOTS = 17 SPACES
 SINGLE-FAMILY DETACHED (2 GARAGE, 1 DRIVEWAY) = 60 SPACES

DENSITY TABULATIONS (WEST OF JEFFERSON STREET)

TOTAL UNITS: 6
 ACREAGE OF SUBJECT PROPERTY: 0.95 AC (PRIOR TO RIGHT-OF-WAY DEDICATION)
 DWELLING UNITS PER ACRE: 6.3 DU/AC

DENSITY TABULATIONS (EAST OF JEFFERSON STREET)

TOTAL UNITS: 99
 ACREAGE OF SUBJECT PROPERTY: 8.93 AC (PRIOR TO RIGHT-OF-WAY DEDICATION)
 DWELLING UNITS PER ACRE: 9.0 DU/AC

DENSITY TABULATIONS (OVERALL PROJECT)

TOTAL UNITS: 105
 ACREAGE OF SUBJECT PROPERTY: 9.88 AC (PRIOR TO RIGHT-OF-WAY DEDICATION)
 DWELLING UNITS PER ACRE: 10.6 DU/AC

PAVING MATERIALS

ROADS: ASPHALT
 SIDEWALKS: CONCRETE
 CROSSWALKS: PAINTED

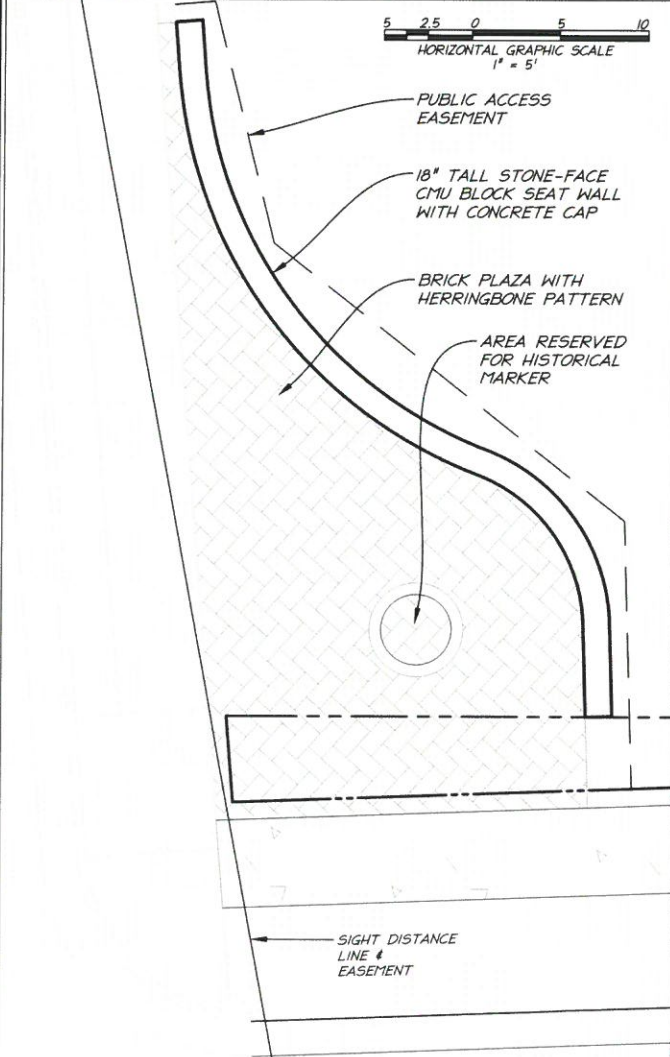
TIA CALCULATIONS

85 PROPOSED TOWNHOUSES (BASED ON THE ITE MANUAL LAND USE: 230 - TOWNHOUSE)
 • TRIPS PER DAY = 85 X 5.81 = 494 TRIPS PER DAY

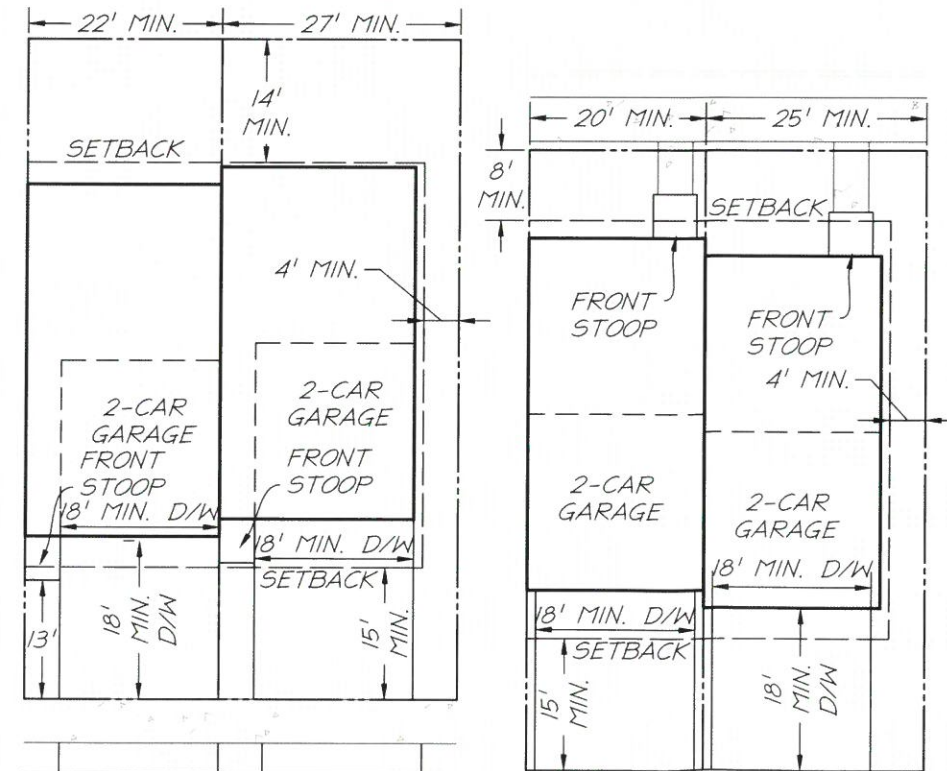
20 PROPOSED SINGLE FAMILY DETACHED (BASED ON THE ITE MANUAL LAND USE: 210 - SFD)
 • TRIPS PER DAY = 20 X 9.91 = 199 TRIPS PER DAY



PLAZA DETAIL PLAN

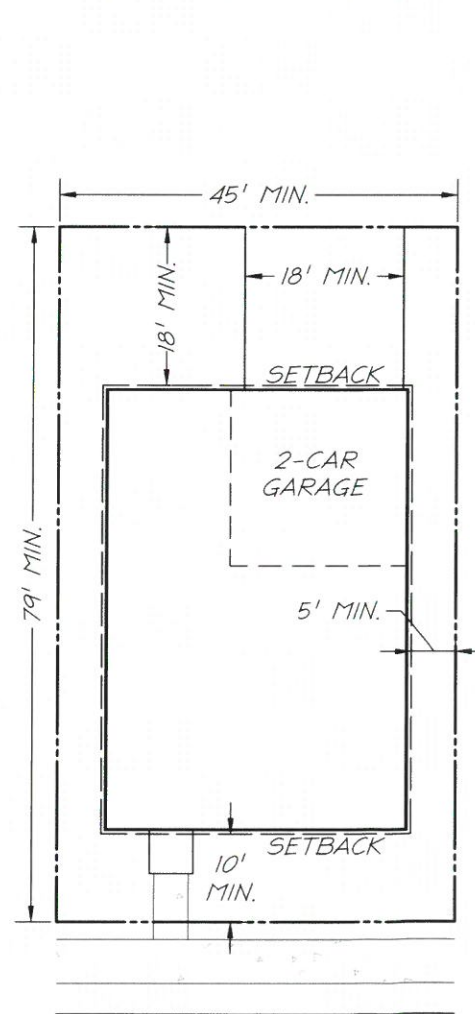


FRONT-LOAD TOWNHOUSE LOT TYPICAL (INTERIOR UNIT) **FRONT-LOAD TOWNHOUSE LOT TYPICAL (END UNIT)** **REAR-LOAD TOWNHOUSE LOT TYPICAL (INTERIOR UNIT)** **REAR-LOAD TOWNHOUSE LOT TYPICAL (END UNIT)**

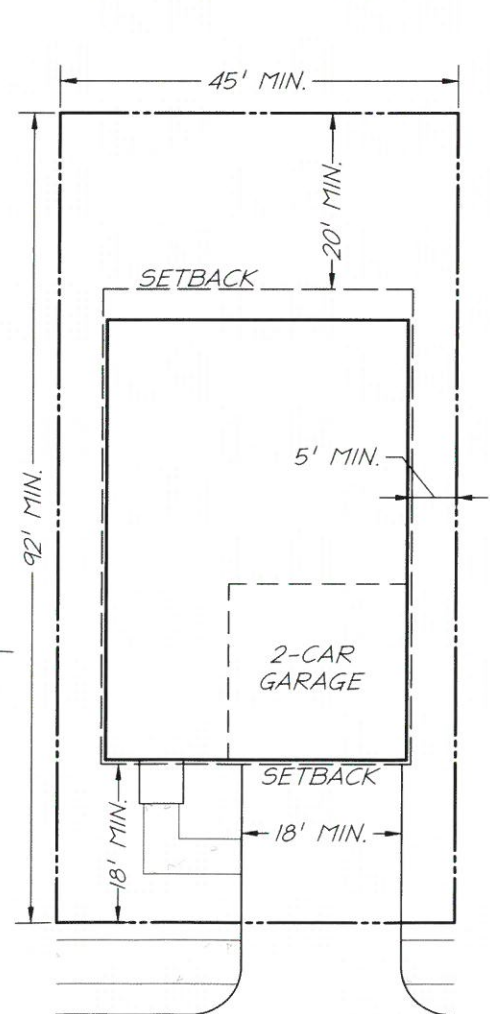


NOTE: THE 18' MINIMUM DRIVEWAY SHALL REMAIN FOR THE PROVISION OF PARKING AND DOES NOT CONFLICT WITH THE SETBACK FOR THE TOWNHOUSES AS THE 15' SETBACK SHALL PROVIDE ALLOWANCES FOR POTENTIAL OVERHANGS ON UPPER FLOORS.

SINGLE-FAMILY DETACHED REAR LOAD LOT TYPICAL



SINGLE-FAMILY DETACHED FRONT LOAD LOT TYPICAL



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LAYOUT

JEFFERSON SQUARE GENERAL DEVELOPMENT PLAN
 CITY OF MANASSAS, VIRGINIA

PROJECT NO: 16056.002.00
 SCALE: 1" = 30'
 DATE: 12/19/18
 DESIGN: LBD
 DRAWN: LBD
 CHECKED: DL
 SHEET No. 4 of 6

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TAX MAP #101-01-00-74
SHANE VICTORIA CARTER
INST #201306240033488
ZONE: R5
LAND USE: SINGLE-FAMILY RESIDENTIAL

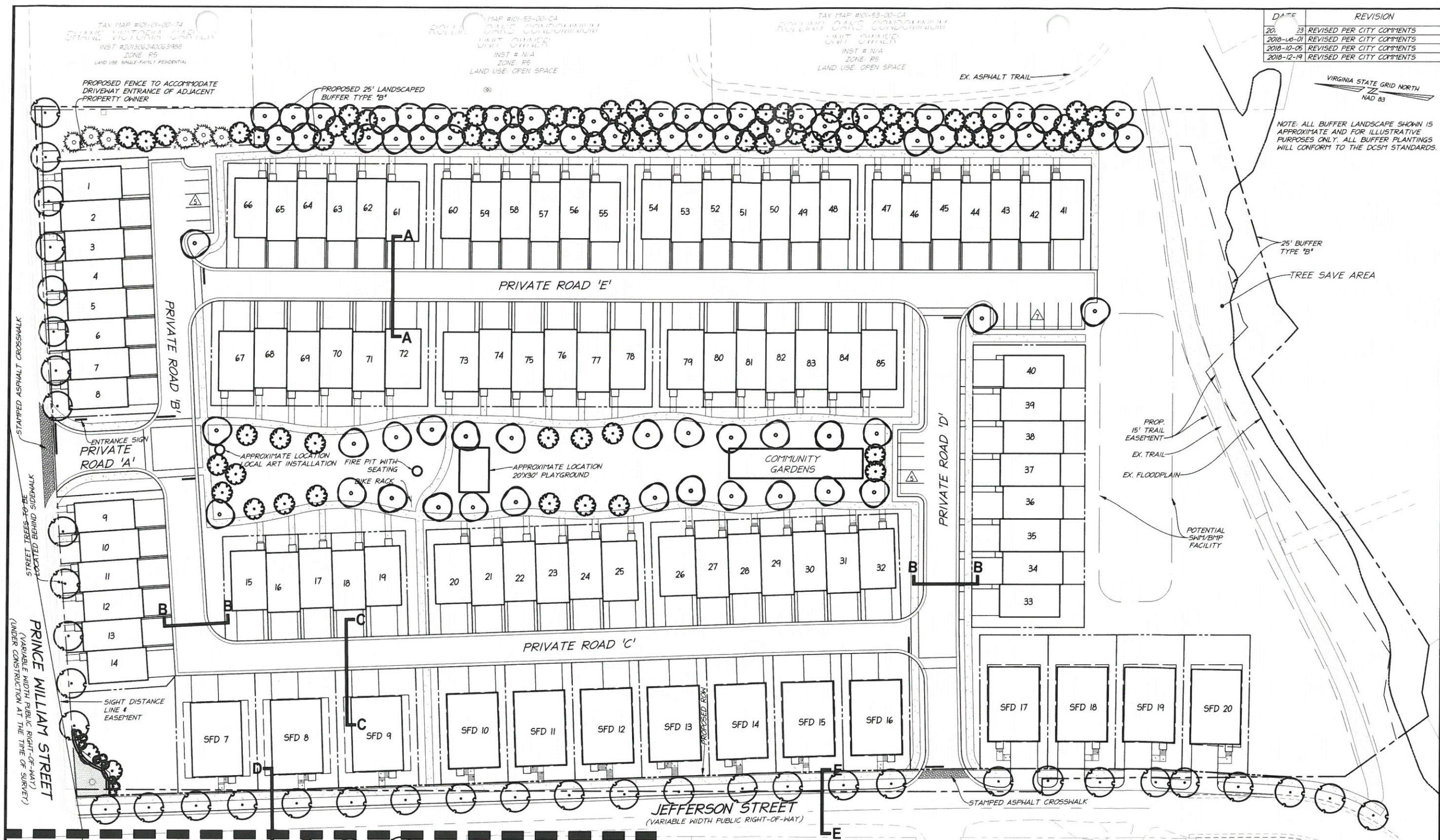
TAX MAP #101-53-00-04
ROLLING OAKS CONDOMINIUM
UNIT OWNER
INST # N/A
ZONE: R5
LAND USE: OPEN SPACE

TAX MAP #101-53-00-04
ROLLING OAKS CONDOMINIUM
UNIT OWNER
INST # N/A
ZONE: R5
LAND USE: OPEN SPACE

DATE	REVISION
2018-08-23	REVISED PER CITY COMMENTS
2018-10-01	REVISED PER CITY COMMENTS
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2018-12-19	REVISED PER CITY COMMENTS

VIRGINIA STATE GRID NORTH
NAD 83

NOTE: ALL BUFFER LANDSCAPE SHOWN IS APPROXIMATE AND FOR ILLUSTRATIVE PURPOSES ONLY. ALL BUFFER PLANTINGS WILL CONFORM TO THE DCSM STANDARDS.



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CONCEPTUAL LANDSCAPE PLAN

JEFFERSON SQUARE
GENERAL DEVELOPMENT PLAN
CITY OF MANASSAS, VIRGINIA

PROJECT NO: 16056.002.00
SCALE: 1" = 30'
DATE: 12/19/18
DESIGN: LBD
DRAWN: LBD
CHECKED: DL
SHEET No.

OPEN SPACE REQUIREMENT - ZO SEC. 130-304(f)

OPEN SPACE SHALL BE PROVIDED THAT IS EQUAL TO, BUT NOT LESS THAN SEVEN PERCENT OF THE TOTAL SITE AREA BY MEANS OF ONE OR MORE OF THE FOLLOWING TECHNIQUES: TRADITIONAL SURFACE GARDENS, LANDSCAPED AREAS, OR OTHER GARDENS OR LANDSCAPED AREAS INCORPORATED INTO THE PROFFERED BUILDING DESIGN BY MEANS OF PLANTERS OR OTHER PERMANENTLY AFFIXED UNITS.

REQUIRED: 7% (0.69 ACRES) PROVIDED: 25% (2.5 ACRES)

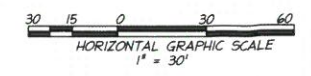
STREET TREE REQUIREMENT - ZO SEC. 130-304(h)(1)

STREET TREES SHALL BE PROVIDED ON ALL PUBLIC STREETS WITH A MINIMUM OF ONE TREE FOR EVERY 35 FEET.

- NOTES:**
- STREET SECTIONS SHOWN ON SHEET 6.
 - MAINTENANCE OF COMMON OPEN SPACE, LANDSCAPING, PRIVATE STREETS AND BMP FACILITIES SHALL BE RESPONSIBILITY OF FUTURE HOME OWNERS' ASSOCIATION.

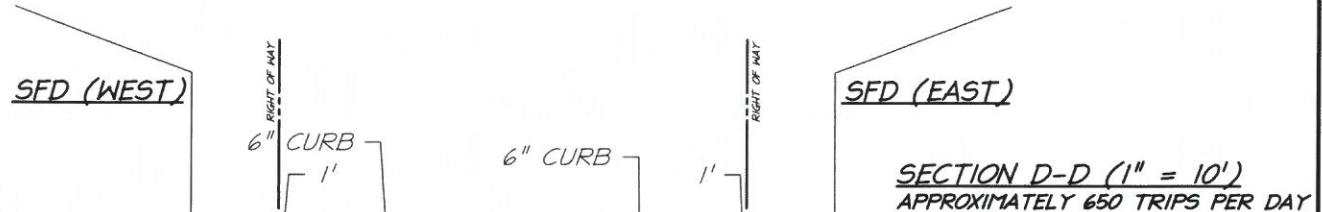
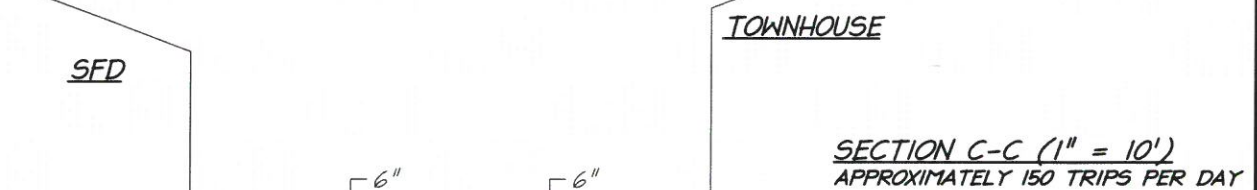
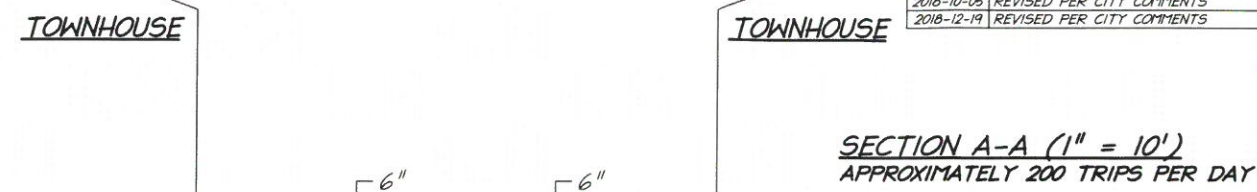
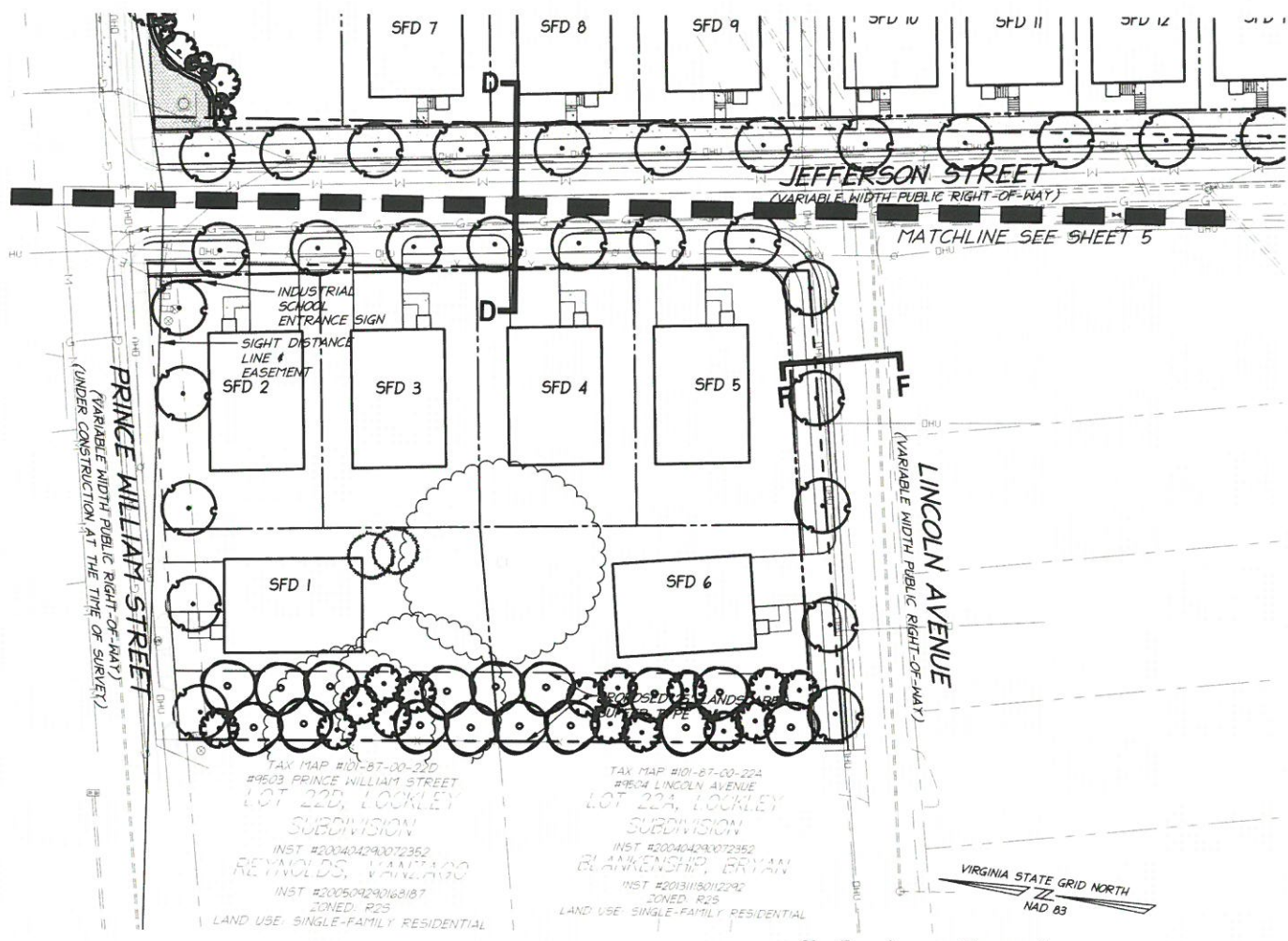
LEGEND

- : LARGE TREE
- : STREET TREE
- : TREE SAVE AREA
- : SMALL / MEDIUM TREE
- : EVERGREEN TREE
- : SHRUB



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DATE	REVISION
20	23 REVISED PER CITY COMMENTS
2016-08-01	REVISED PER CITY COMMENTS
2018-10-05	REVISED PER CITY COMMENTS
2018-12-19	REVISED PER CITY COMMENTS



LANDSCAPE NOTES

- ALL PROTECTION AND PRESERVATION MEASURES FOR EXISTING VEGETATION SHALL BE ADDRESSED AT THE TIME OF FINAL SITE PLAN AND ARE SUBJECT TO CHANGE BASED ON FINAL ENGINEERING.
- ALL UTILITIES SHALL BE LOCATED PRIOR TO CONSTRUCTION AND PLANTING.
- PROPOSED EASEMENTS AND LANDSCAPING SHOWN ARE SUBJECT TO CHANGE BASED ON FINAL ENGINEERING.
- TREE COVER CALCULATIONS SHALL BE SHOWN AT THE TIME OF FINAL SITE PLAN AND ARE SUBJECT TO CHANGE BASED ON FINAL ENGINEERING. THE PROPOSED PRESERVATION AREA DOES NOT ACCOUNT FOR ADDITIONAL CREDIT IF TREES ARE FOUND TO BE IN GOOD CONDITION. THE PROPOSED LANDSCAPING AREA HAS BEEN CALCULATED USING APPROXIMATE CANOPY VALUES AND IS SUBJECT TO CHANGE AT THE TIME OF FINAL SITE PLAN ONCE SPECIFIC SPECIES HAVE BEEN CHOSEN.



STREET TREE TABULATION

1 STREET TREE PER 35 LF ROW
 ROW = 1925 LF
 STREET TREES REQUIRED: 55
 STREET TREES PROVIDED: 55

Tree Cover Calculations	
Tree Cover Required:	
Gross Site Area	430,375 SF
Percent of tree cover required:	15 %
Total area of tree cover required:	64,556 SF
Tree Cover Provided:	
Tree cover from landscaping:	49,480 SF
Tree cover from preservation:	17,304 SF
Total tree cover provided:	15.52 % 66,784 SF

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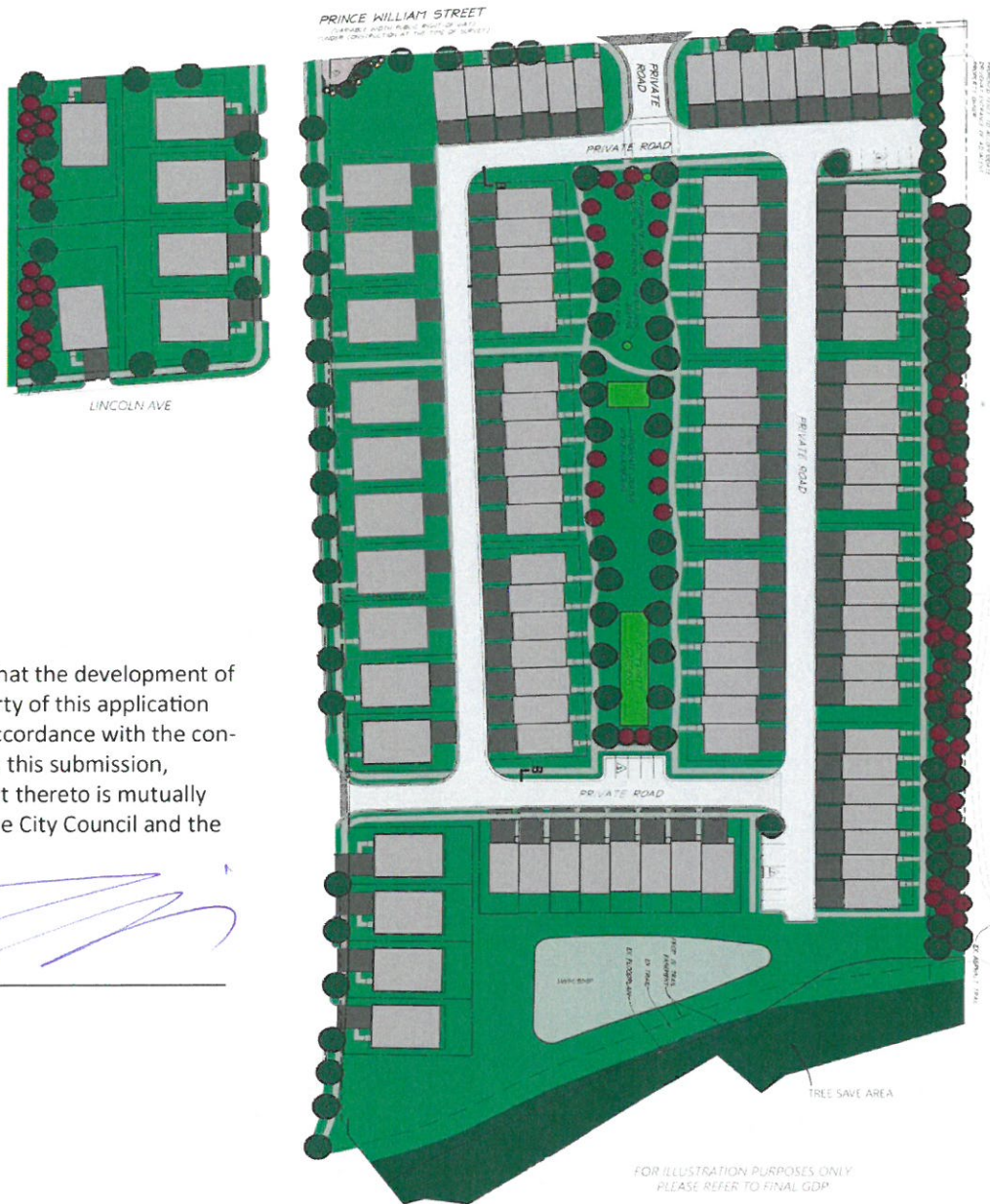
CONCEPTUAL LANDSCAPE PLAN

JEFFERSON SQUARE
GENERAL DEVELOPMENT PLAN
 CITY OF MANASSAS, VIRGINIA

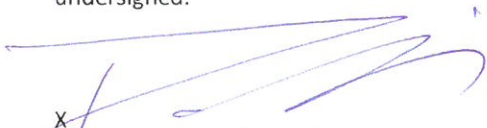
PROJECT NO. 16056.002.00
 SCALE: AS SHOWN
 DATE: 12/19/18
 DESIGN: LBD
 DRAWN: LBD
 CHECKED: DL
 SHEET No. 6 OF 6

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JEFFERSON SQUARE DESIGN GUIDELINES



"I hereby proffer that the development of the subject property of this application shall be in strict accordance with the conditions set forth in this submission, unless amendment thereto is mutually agreed upon by the City Council and the undersigned."

X 
Paul Nichols

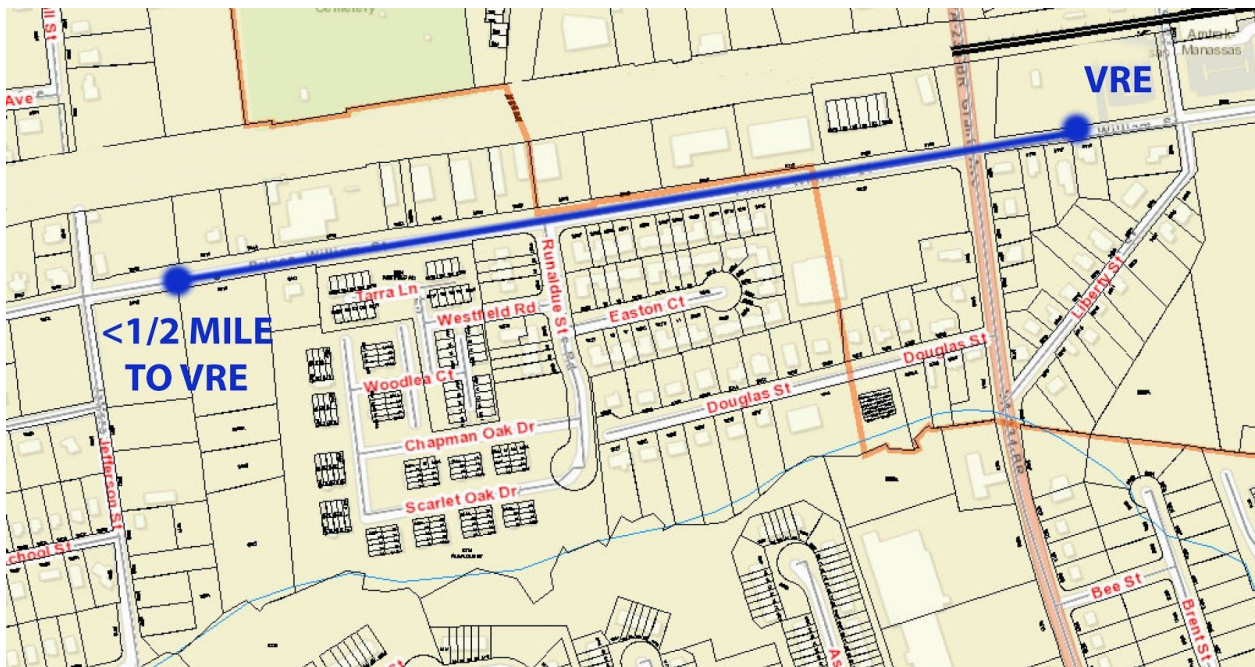
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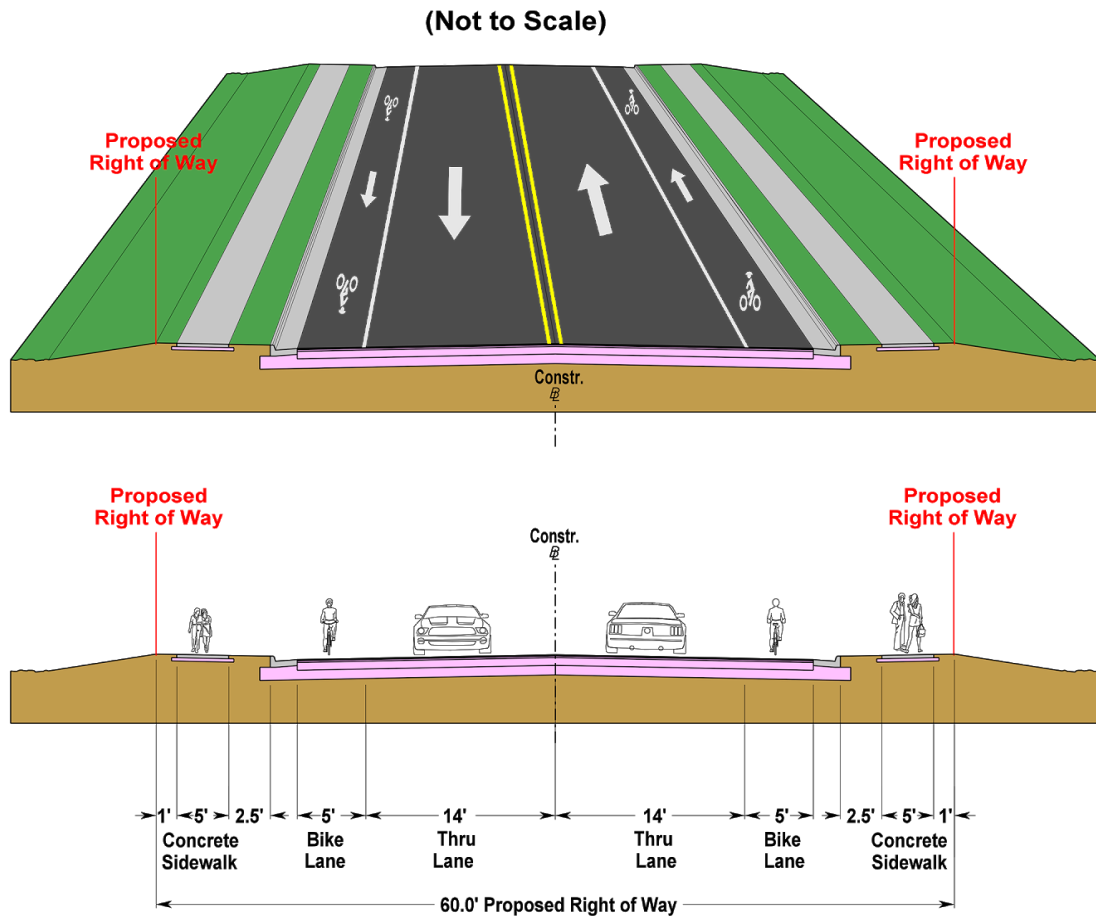
INTRODUCTION:

Jefferson Square will bring high quality innovative design to one of the largest remaining undeveloped parcels in the Downtown Manassas area. The project will provide high end housing that is projected to sell in the \$400K range for the executive townhomes and well into the \$500k's for the detached single family homes. Being located within ½ mile from the Virginia Railway Express, Jefferson Square meets the standards to be designated a “Transit Oriented Development”. This creates a unique opportunity since transportation is such an issue in the Northern Virginia area. Providing residential housing in close proximity to mass public transportation will enable Jefferson Square’s residents to live without complete dependence on a car for mobility especially while commuting to and from work. The Downtown restaurants and retail stores will also benefit from Jefferson Square with the additional residents in such close proximity.

SITE IS LESS THAN ½ MILE FROM THE VRE



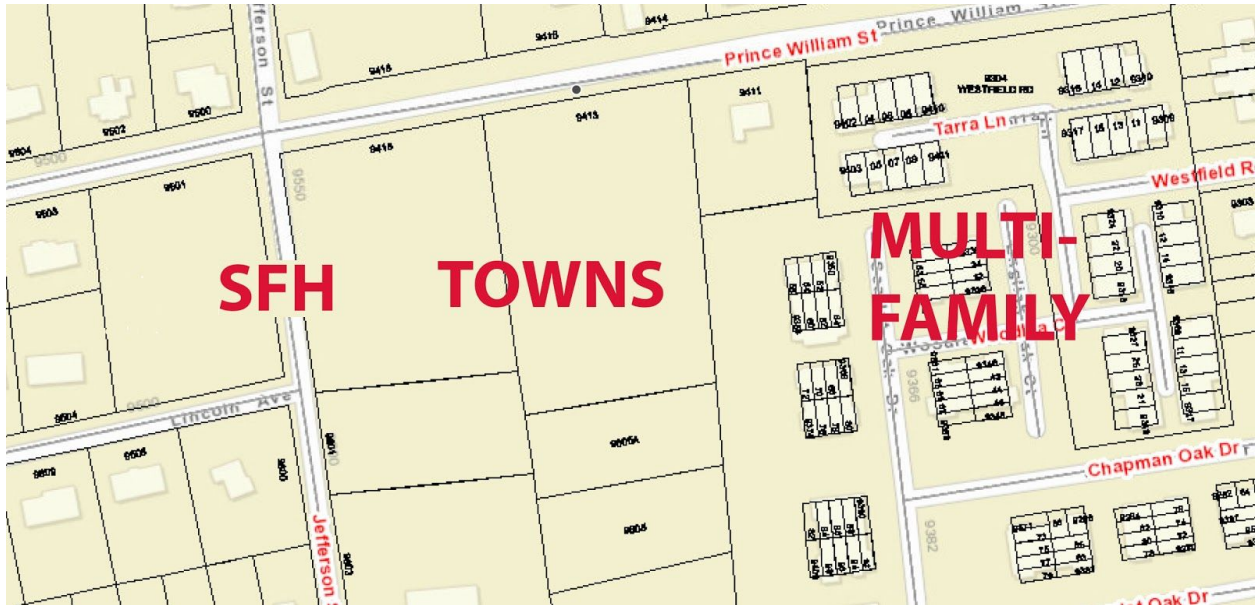
FULL SIDEWALKS AND BIKE LANES WILL CONNECT THE DEVELOPMENT DIRECTLY TO THE VRE AND DOWNTOWN



Christopher Consultants is the lead engineer for the project and is a top tier company in their field. They have recently provided all the engineering services for the Manassas Gateway project and have also done other popular projects in the area such as Potomac Shores and Heritage Hunt to name a few.

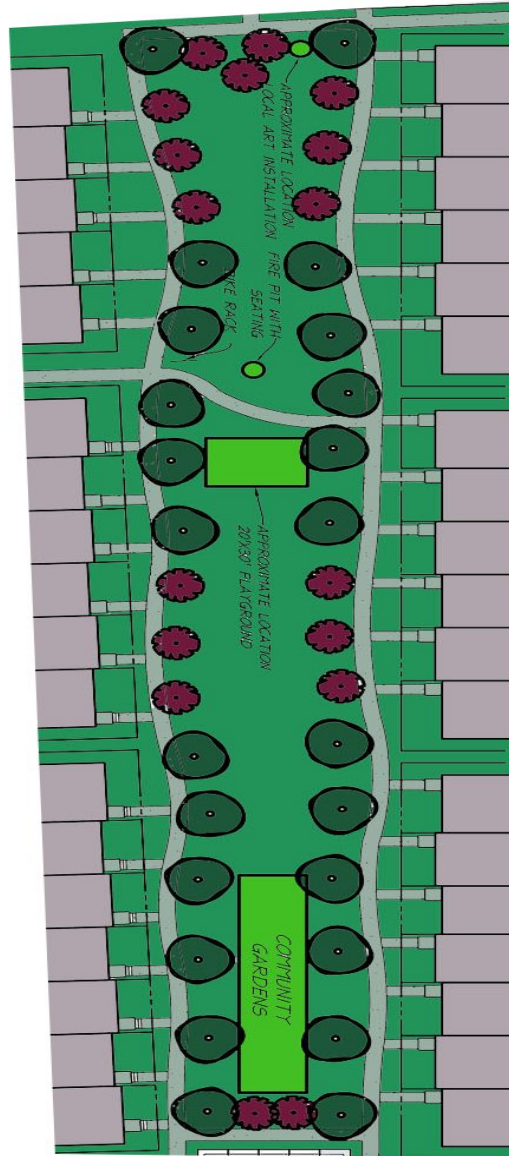
The City of Manassas' Capital Improvement Project is underway adding multi directional sidewalks and bike lanes from Jefferson Street to Grant Avenue in pure urban form which ties in directly to the development. Christopher Consultants collaborated with the City of Manassas' Public Works Department to ensure the design engineering for the development and the street improvements matched accordingly.

SMOOTH TRANSITION OF HOUSING TYPES



In addition to designing Jefferson Square's site plan to integrate seamlessly with the surrounding area Christopher Consultants also took into consideration the surrounding land uses. Currently there is high density multi family housing to the sites east and low density detached single family housing to its west. The proposed layout includes Townhomes on the eastern portion that transition to detached single family homes to create a smooth transition from the multi family housing to the detached homes while also taking full advantage of the sites proximity to Old Town and the VRE.

**COURTYARD WITH FULL SIZE PLAYGROUND,
COMMUNITY GARDEN, FIRE PIT AND BIKE RACK**



Christopher Consultants was able to create a layout that provides a large central courtyard area for residents to gather to work on the community garden or relax at the fire pit area. A full size playground will also be provided for children to play in addition to the open grass areas. They also included a bike rack as an amenity due to the close proximity to Downtown and the bike lanes that tie the development directly to it.

JEFFERSON SQUARE DESIGN GUIDELINES:

The future development of the site shall proceed in substantial conformance with the following design guidelines which have been agreed to by the developer within the proffers.

HOUSING ARCHITECTURAL DESIGN STANDARDS:

DESIGN PRINCIPLE: The development will demonstrate the high-quality innovative design intended within the City of Manassas Old Town Sector Plan and the B 3.5 Zoning District.

HOUSING DESIGN STANDARDS:

A. Exterior building claddings utilized for all structures shall be of high-quality and may include brick, stone and fiber cement siding utilizing different variations to create distinction between the units. The use of vinyl siding is prohibited.

Front of Units:

Townhome Facade Cladding Variation and Minimums: Within a given row of townhomes the front facade cladding shall vary to include all of the following allowed design styles.

At least (2) shall be all brick or stone, at least (2) shall be first floor brick or stone and at least (1) shall be water table brick or stone at a minimum height of 24 inches. (Siding the entire front facade is prohibited)

Detached Facade Cladding Minimums: The front facade cladding shall consist of brick or stone up to the water table at a minimum height of 24 inches with siding above. (Siding the entire front facade is prohibited.)

Sides of Units:

Townhomes: At a minimum the sides of all townhomes shall have water table brick or stone at a minimum 24 inch height with siding above and also shall be consistent with the front facade of said unit.

Single Family Detached: At a minimum the sides of all detached single family homes shall have water table brick or stone at a minimum 24 inch height with siding above and shall be consistent with the front of said unit.

Rear of Units:

Townhomes: At a minimum the rear of all townhomes shall have water table brick or stone at a minimum 24 inch height with siding above and be consistent with the side for the end units.

Single Family Detached: At a minimum the rear of all detached single family homes shall have water table brick or stone at a minimum 24 inch height with siding above and be consistent with the side of the unit.

B. Exterior building elevations shall vary in terms of color and design detail. No (2) adjacent units are to have the same color scheme or exactly the same cladding and elevation to help differentiate the units.

C. All roof pitches on single family attached and detached residential structures shall be proportional with the design of the building. For every row of townhomes at least (4) units must have either a dormer or reverse gable with no more than (2) adjacent units without either. For the detached residential units no more than (2) adjacent homes shall be without one type of reversed gable roof as depicted on the included elevations.

D. Exterior trim and carpentry shall consist of wood or simulated wood products, be consistent on all sides of each unit, blend with the other housing products in the development and enhance the overall visual appeal.

E. An unbroken, single plane façade which comprises the entire front or rear elevation of the townhouse units shall be prohibited. A maximum of (2) two units can be on a single plane with the front or rear elevation before an offset of no less than 18 inches is required.

F. Windows may be vinyl or vinyl clad with uniform window grilles for consistency.

G. Windows shall be included on the sides of all end unit Townhouse elevations except the (2) two end units that are abutting the existing Detached Single Family Residence.

H. Siding color shall be consistent with the elevations provided and are limited to slight changes of common neutral colors that do not contrast with the elevations.

I. All roofing shingles shall consist of 30 year Architectural Asphalt Shingles consistent with the elevations provided.

J. In order for the homes necessary mechanical equipment, downspouts, and dryer vents to be screened, measures will be taken to blend these various items into the building facade. Color matching, landscaping and physical screening will all be utilized by the developer.

K. Shutters will be required on all end units and detached single family units as depicted on the attached elevations.

L. For clarification front porches are shown on some of the detached single family elevations, but will remain an option for the homebuyer rather than a design guideline requirement.

M. In a given row of townhomes there may be a mixture of both brick and stone.

N. Both shingle-style siding and horizontal lap siding will be allowed as long as it is a fiber cement material.

O. Standing seam metal roofing will be required as depicted on the elevations provided.

ARCHITECTURAL ELEVATIONS

ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE (FRONT VIEW)



ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE (REAR VIEW)



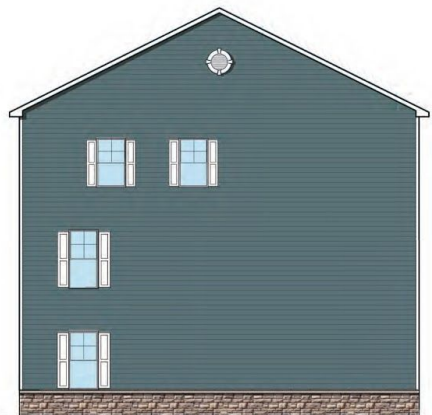
**ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE
(SIDE VIEW)**



RIGHT ELEVATION
B :: BRICK WATER TABLE



LEFT ELEVATION
B :: BRICK WATER TABLE



RIGHT ELEVATION
B :: STONE WATER TABLE



LEFT ELEVATION
B :: STONE WATER TABLE

ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE (FRONT VIEW)



ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE (REAR VIEW)



**ATTACHED SINGLE FAMILY REAR LOAD 2 CAR GARAGE
(SIDE VIEW)**



RIGHT ELEVATION
A :: BRICK WATERTABLE



LEFT ELEVATION
A :: BRICK WATERTABLE



RIGHT ELEVATION
A :: STONE WATERTABLE



LEFT ELEVATION
A :: STONE WATERTABLE

**ATTACHED SINGLE FAMILY FRONT LOAD 2 CAR GARAGE
(FRONT VIEW)**



FRONT ELEVATION
A :: BRICK WATERTABLE

FRONT ELEVATION
C :: FULL BRICK

FRONT ELEVATION
B :: PARTIAL BRICK

FRONT ELEVATION
C :: FULL BRICK

FRONT ELEVATION
A :: BRICK WATERTABLE



FRONT ELEVATION
C :: FULL STONE

FRONT ELEVATION
A :: STONE WATERTABLE

FRONT ELEVATION
A :: PARTIAL STONE

FRONT ELEVATION
A :: STONE WATERTABLE

FRONT ELEVATION
C :: FULL STONE

**ATTACHED SINGLE FAMILY FRONT LOAD 2 CAR GARAGE
(REAR VIEW)**



**ATTACHED SINGLE FAMILY FRONT LOAD 2 CAR GARAGE
(SIDE VIEW)**



RIGHT ELEVATION
A :: BRICK WATER TABLE



LEFT ELEVATION
A :: BRICK WATER TABLE



RIGHT ELEVATION
A :: STONE WATER TABLE



LEFT ELEVATION
A :: STONE WATER TABLE

**DETACHED FRONT LOAD 2 CAR GARAGE
(FRONT VIEW VARIATION)**



FRONT ELEVATION 1



FRONT ELEVATION 2



FRONT ELEVATION 3

(360 DEGREE ARCHITECTURE)



FRONT ELEVATION 2 (STONE)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (BRICK)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (STONE)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION

**DETACHED REAR LOAD 2 CAR GARAGE
(360 DEGREE ARCHITECTURE)**



FRONT ELEVATION 2 (STONE)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (BRICK)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (BRICK)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (STONE)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (STONE)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION



FRONT ELEVATION (BRICK)



LEFT SIDE ELEVATION



REAR ELEVATION



RIGHT SIDE ELEVATION

DESIGN PRINCIPLE: There are 3 open space areas on the GDP that shall provide both active and passive open space. A central courtyard which will include a planned community garden, a full size playground, bike racks, fire pit with seating and an open grass area will provide a unique outdoor area for the community to enjoy. A designated open space and tree save area along the Winter’s Branch Stream is also incorporated which extends up the eastern portion of the property. Civic space at the corner of Jefferson Street and Prince William Street, which will be open to the public via a dedicated easement, is incorporated and will include a historical marker for the Brown School of Manassas.

OPEN SPACE DESIGN STANDARDS:

A. The first area within the development designated for open space is the central courtyard area.

1. Within the courtyard a community garden is planned as an amenity. The developer will fund the start up costs and two years worth of maintenance costs for the Homeowners Association to handle all aspects of this amenity. If the HOA determines that the residents will be better served by utilizing this designated area for other purposes they will have the flexibility to do so.

Community Garden



2. Within the courtyard there will also be benches, a fire pit, screened waste receptacles, doggie bag dispensers, local art installs, and a bike rack all surrounding an open grass area for the community to enjoy. A full size playground with a minimum 20x30 footprint will also be provided in this area.

Benches:



Waste Receptacles:



Pet Waste Stations:



Like kind products used if not available at time of construction

Full Size Playground:



Fire Pit:



Local Art installs:



Like kind products used if not available at time of construction

- B. The 2nd open space area is towards the lower portion of the site which includes a designated tree save area and will also provide the community the ability to take their dog for a walk along the Winter's Branch Stream. This area is detailed on the GDP and also extends up the eastern portion of the development.
- C. The 3rd open space area will consist of a civic space open to the public which will include a historical marker for the Brown School of Manassas along with a sitting area. This space will be directly adjacent to Prince William Street which serves as an entrance roadway into the Downtown area and is tied into the new sidewalk being constructed. The GDP depicts this area which will consist of a masonry brick plaza with herringbone pattern. The area will also be lined with a stone faced concrete capped 18" wall with landscaping shrubs and trees. A dedicated easement granting public access to this open space is required to be provided by the developer on the final site plan.
- D. Any changes to these open space guidelines must be approved by the Zoning Administrator.
- E. All open space build outs will be completed by issuance of the townhouse developments (50th) building permit.
- F. It is proffered for the open space's future maintenance to be the responsibility of the Homeowner's Association.

LANDSCAPING DESIGN STANDARDS:

DESIGN PRINCIPLE: Landscaping plays a major role in the overall appeal of a community. Jefferson Square will have an abundance of Tree and Shrub plantings.

LANDSCAPE LAYOUT



STANDARDS:

A. Street trees shall meet all the requirements of the DCSM and be of a type that provides a canopy at maturity.

B. Landscaping shall consist of a wide variety of trees and shrubs to create a well-integrated landscape. Selected plants should provide strong seasonal and visual interest, variation in texture, habitat, color, and flowering time. A mix of shade, evergreen, and ornamental trees and shrubs will be utilized on the site.

C. Landscaping specimens will meet the list of requirements set forth within the DCSM under section 3-490. The developer will also accept suggestions from the City Arborist which may recommend certain species that are better suited for the site.

STREET, WALKWAYS & PARKING DESIGN:

DESIGN PRINCIPLE: Jefferson Square will utilize a 22' private street which provides the function of connecting each units driveway to the adjacent public streets. This new private street will complement the overall subdivision design, and is intended to slow the flow of traffic in and out of the community making it safe for pedestrians. Off Street Parking far exceeds the minimum standards set by the B 3.5 zoning district due to each unit including a 2 car garage along with an 18 foot driveway which will also accommodate parking.

STANDARDS:

A. The transportation layout was designed to utilize and connect to the Capital Improvement Project the City has undertaken which will provide a new bike lane along with 5 foot sidewalks in both directions of Prince William Street all the way into Old Town.

B. The Private street within the development shall meet the City of Manassas Design and Construction Standards Manual with regard to design guidelines and materials. The materials used will be asphalt roadways with concrete mountable curbs.



C. The turning radius of the private street has been designed to provide easy access and maneuverability for the City's Fire and Rescue equipment with mountable curbs being added to assist in this measure.

D. Walkways are designed to provide pedestrian connectivity throughout the development from each unit. The sidewalks will be uniform and integrate with the Capital Improvement Project the City of Manassas has started on Prince William street and will be constructed with the same 5 foot wide concrete sidewalks. The lead walks to the units will be 4 feet in width.

E. Off Street Parking areas shall provide a minimum 9 feet by 18 feet area for each vehicle and shall be illuminated for security.

DECKS, DRIVEWAYS, FENCING, ACCESSORY STRUCTURE STANDARDS:

DESIGN PRINCIPLE: Uniformity shall remain throughout the development. One of the Homeowner's Associations main functions will be to continue to maintain uniformity with the maintenance, any addition of or rehabilitation for any items in this section.

STANDARDS:

A. All decks will be constructed as follows by the original builder however if a homeowner wishes to add a deck at a later point or needs to rehabilitate one, the HOA may vary these material standards at their discretion in the future, but cannot alter the size and/or setbacks set forth:

Deck Materials-

- Deck Boards will consist of composite decking (color: Weathered Wood) installed parallel to house fastened using colored screws.
- Railings will consist of a vinyl contour top rail with vinyl square balusters. The framing for the rails will be wrapped in 4 inch white vinyl sleeves with colonial caps and trim rings.
- White synthetic boards will wrap the perimeter framing.



Rear Load Townhouse- Decks will be a maximum of (8) feet in depth by (18) feet wide. Decks will be limited to the rear of each unit, second floor only.

Front Load Townhouse- Decks will be a maximum of (12) feet in depth by (20) feet wide. Decks will be limited to the rear of each unit.

Front Load Detached Single Family- Decks will be limited to the side and rear of each unit maintaining a 5 foot setback from the property line, and may not be constructed within buffer areas.

Rear Load Detached Single Family- Decks will be limited to the side and rear of each unit maintaining a 5 foot setback from the property line, and may not be constructed within buffer areas.

B. All driveways will be constructed with asphalt and will be a minimum of 18 feet by 18 feet which will fit up to 2 vehicles for parking.

C. Fencing will be limited to a few areas within the development.

Front Load Detached Single Family and Front Load Townhomes- All fence installations must be approved by the future Homeowners Association. Fencing may only be located on the side and rear of the home. Fencing shall be constructed in accordance with the zoning ordinance (Sec. 130-56) unless otherwise noted. Chain Link fencing is prohibited.

Rear Load Detached Single Family and Rear Load Townhomes- Fencing is prohibited on all the rear load units.

D. Accessory structures will be allowed in accordance with Sec. 130-57 for single-family detached units and Sec. 130-265 for attached units. However, accessory structures will be prohibited on all rear load units.

TRASH COLLECTION AND STORAGE:

DESIGN PRINCIPLE: Trash storage and collection within the community will have an advantage over other developments in the area.

STANDARDS:

A. A (2) two car garage will be included with all units in the development which will provide an enclosure for each unit owner to store their trash cans.

B. The HOA will provide the trash service which all unit owners will be required to use. The pick up days will be synchronized for all of the units limiting the amount of time the trash cans will be visible on the exterior of the units.

C. The HOA will have penalties in place if the trash cans are visible on the exterior of the home outside the pickup window.

UTILITY SERVICE:

DESIGN PRINCIPLE: Utilities are a necessary part of any development and these measures will be required to insure they are integrated as seamlessly as possible.

STANDARDS:

- A. All buried wiring shall be in conduit below any paved surface.
- B. All utility connections, including electrical and telephone connections and installations of wires to buildings, shall be made underground from the nearest available power source.
- C. Electric, gas, or other meters should be placed at grade and best practices shall be used to blend these required items into the home with color blending, landscaping, fencing, or set within the architectural form.
- D. Telecommunication devices, splice box pedestals, cable, and/or satellite television antennae, etc. should be placed to allow for visual screening and, if possible, should not be located on the sides of buildings facing a major road.

SIGNAGE & LIGHTING DESIGN STANDARDS:

DESIGN PRINCIPLE: Signage and lighting are important streetscape elements of a successful development and will contribute to the quality of Jefferson Square.

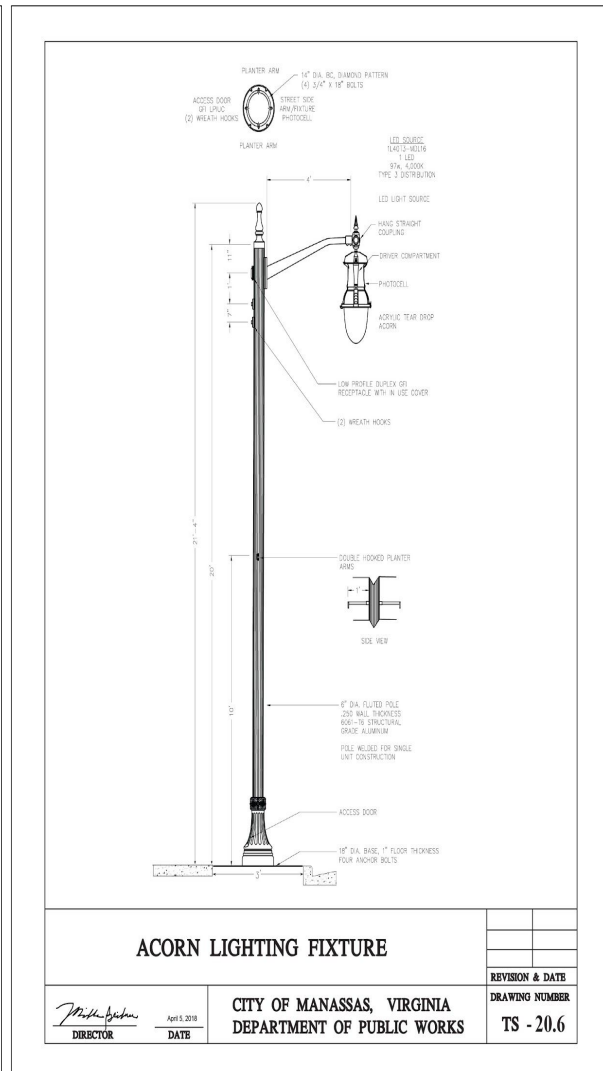
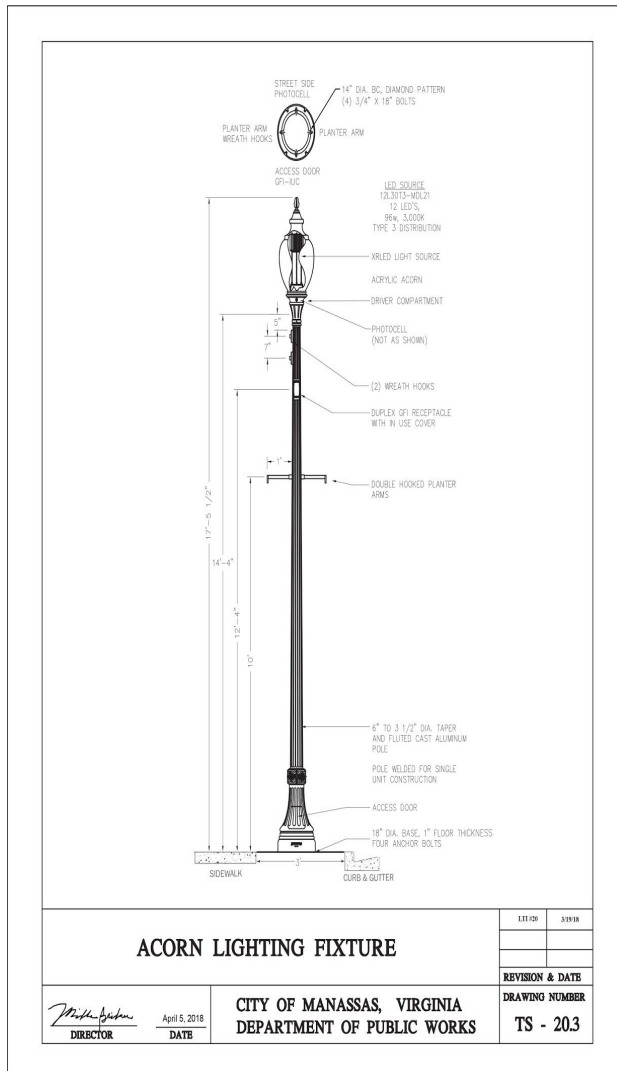


SIGNAGE STANDARDS:

- A. Both signs shall be located as depicted on the GDP and final site plan.
- B. The Entrance sign shall be constructed with materials such as brick or stone and shall be compatible and complementary with building materials and be durable and weather resistant.
- C. The height of the entrance sign shall be a maximum of (5) five feet tall.
- D. To the greatest extent possible, all electrical elements such as wires, conduit, junction boxes, transformers, ballast, switches and panel boxes shall be concealed from view.
- E. The maintenance repair and replacement of both signs located on the site will be the future responsibility of the Jefferson Square HOA.

LIGHTING STANDARDS:

- A. A lighting package shall be installed throughout Jefferson Square in order to contribute to the overall high quality design as well as provide a level of safety after dark for residents.
- B. The internal light fixtures will be the responsibility of the future HOA to maintain and ensure consistency.
- C. The Department of Public Utilities will need to approve the number of fixtures and the placement to ensure adequate illumination levels.
- D. The following Acorn light fixtures will be installed internal of Jefferson Square while all public street lighting areas will need to comply with the DCSM.





City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 10 Minutes

Agenda Title: Ordinance #O-2019-13: An Ordinance Amending Sections 30-31, 30-135 and 30-136 and Adding a New Section 30-136.1 in Chapter 30, and Amending Section 82-1 in Chapter 82 of the City Code Relating to Business Licenses for Peddlers and Itinerant Merchants (First Reading)

Recommendation: Approve Ordinance #O-2019-13 on first reading.

Motion: I move that Ordinance #O-2019-13 be approved on first reading.

Date Last Considered by City Council: N/A

Summary and/or Comments: These proposed amendments to the City Code update the definitions of "Peddler" and "Itinerant Merchant"; allow certain nonprofit charitable organizations the option to obtain an umbrella business license that covers all peddlers at a permitted event the organization is holding on City property; and clarify that the permit requirements in Chapter 82 apply to door-to-door sales and solicitations. Explanatory comments are included after some revised sections in the redlined version of the amendments.

Board – Committee – or Commission Reviewed: None

Fiscal Impact: There may be a very modest increase in revenues from the sale of umbrella peddler business licenses.

Staff Contact: Craig Brown, City Attorney
cbrown@manassasva.gov
(703) 257-8208

ORDINANCE #O-2019-13

First Reading _____
Second Reading _____
Enacted _____
Effective _____

AN ORDINANCE

TO AMEND AND REENACT THE CODE OF ORDINANCES, CITY OF MANASSAS, VIRGINIA (2002), AS AMENDED, BY AMENDING SECTIONS 30-31, 30-135 AND 30-136, AND ADDING A NEW SECTION 30-136.1 IN ARTICLE II OF CHAPTER 30 (BUSINESSES), AND AMENDING SECTION 82-1 IN ARTICLE I OF CHAPTER 82 (PEDDLERS, SOLICITORS AND CANVASSERS) RELATED TO BUSINESS LICENSES FOR PEDDLERS AND ITINERANT MERCHANTS

BE IT ORDAINED by the Council of the City of Manassas, Virginia, meeting in regular session this ____ day of _____, 2019 that Sections 30-31, 30-135 and 30-136 of the Code of Ordinances, City of Manassas, Virginia, are hereby amended, and a new Section 30-136.1 is hereby added, as follows:

CHAPTER 30
BUSINESSES
ARTICLE II. - LICENSING

DIVISION 1. – GENERALLY

Sec. 30-31. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

....

Itinerant merchant means any person who engages in, does, or transacts any temporary or transient business in any locality and who, for the purpose of carrying on such business, occupies any location for a period of less than one year.

....

Peddler means any person who carries from place to place any goods, wares or merchandise and offers to sell or barter the same, or actually sells or barter the same, or any person who offers to sell or barter any goods, wares or merchandise from a temporary stand, display or similar facility; provided, however, that a person with a definite place of business in the City who also

sells or barterers at a different temporary location in the City on an occasional or sporadic basis shall not be considered a peddler.

For purposes of this Chapter the term "peddler" shall not include a peddler at wholesale or to those who sell or offer for sale in person or by their employees ice, wood, charcoal, meats, milk, butter, eggs, poultry, game, vegetables, fruits or other family supplies of a perishable nature or farm products grown or produced by them and not purchased by them for sale. A dairyman who uses upon any city street one or more vehicles may sell and deliver from his vehicles milk, butter, cream and eggs without procuring peddler's license.

Sec. 30-135. - Peddlers.

On every peddler, whether on foot or by conveyance, there shall be assessed by the commissioner of the revenue a license tax in accordance with a fee schedule established by an uncodified ordinance enacted by the city council. Such license tax shall not be prorated.

Sec. 30-136. - Itinerant merchants.

Every person engaged in the business of being an itinerant merchant, as defined in this article, and not a dealer in precious metals and jewels, shall be assessed by the commissioner of the revenue and pay for the privilege a license tax in accordance with a fee schedule established by an uncodified ordinance enacted by the city council. The license shall be nontransferable and shall not be prorated.

Sec. 30-136.1. – Umbrella license – itinerant merchants and peddlers.

(a) The sale of goods, wares, merchandise, food and services in the city by merchants, peddlers and vendors (a) at a special event permitted under City Code §102-42 and sponsored by a nonprofit charitable organization, or (2) at an event on City property sponsored by a City department, board or agency, with the consent of the City Manager, are hereby recognized as distinct activities. Any such organization or City department, board or agency conducting such an event may obtain an umbrella license from the commissioner of the revenue that will satisfy the business license requirement for business transacted by all registered merchants, peddlers and vendors at the event. For any other business conducted in the city by any such merchant, peddler or vendor, the appropriate license required by this chapter must be obtained.

(b) The cost of the umbrella license described in subsection (a) shall be as follows:

(1) An annual license fee of \$500.00, which will apply to an unlimited number of events as described in subsection (a) during the calendar year when the license is obtained, regardless of the number of participating merchants, peddlers and vendors at any one event; or,

(2) A per event license fee of \$10.00 per participating merchant, peddler or vendor; provided, however, that regardless of the number of merchants, peddlers and vendors, the cost of such license shall not be less than \$50.00 nor more than \$500.00 for any one event.

(c) As used in this section, a "nonprofit charitable organization" means a nonprofit corporation organized for charitable purposes that has been designated by the Internal Revenue Service as a 501 (c) (3) organization, a civic organization as defined in Virginia Code §57-48, or a nonprofit church or other religious body.

(d) For purposes of this section, a person shall be considered a merchant, peddler or vendor at a special event or City-sponsored event only if he or she (i) has registered with the event organizer, and (ii) only conducts business within the boundaries of the area in which the event is held.

(e) Any organization or City department, board or agency issued an umbrella license pursuant to this subsection shall, within ten (10) days of the last day of the event for which such license was issued, file with the commissioner of the revenue on a form prescribed by the commissioner, a final accounting of the merchants, peddlers and vendors who actually conducted business at the event.

(f) The provisions of this subsection are applicable only to the activities of temporary or transient merchants, peddlers and vendors, and shall not be applicable to other licensable activities, including, but not limited to, persons operating amusement and recreation parks, circuses, carnivals or concerts. Any person who does business at a special event conducted by a qualifying nonprofit organization or a City-sponsored event and is not registered as a merchant, peddler or vendor for the event shall be considered a peddler or itinerant merchant as defined in this Chapter, and shall be required to pay the applicable business license tax.

CHAPTER 82
PEDDLERS, SOLICITORS, AND CANVASSERS
ARTICLE I. – IN GENERAL

Sec. 82-1. Scope.

This Chapter is enacted pursuant to Virginia Code §§15.2-913 and 15.2-1114, to provide for the regulation of persons offering any item for sale within the City when such persons travel from house to house, door to door, street to street or from place to place.

ORDINANCE #O-2019-13

First Reading _____
Second Reading _____
Enacted _____
Effective _____

AN ORDINANCE

TO AMEND AND REENACT THE CODE OF ORDINANCES, CITY OF MANASSAS, VIRGINIA (2002), AS AMENDED, BY AMENDING SECTIONS 30-31, 30-135 AND 30-136, AND ADDING A NEW SECTION 30-136.1 IN ARTICLE II OF CHAPTER 30 (BUSINESSES), AND AMENDING SECTION 82-1 IN ARTICLE I OF CHAPTER 82 (PEDDLERS, SOLICITORS AND CANVASSERS) RELATED TO BUSINESS LICENSES FOR PEDDLERS AND ITINERANT MERCHANTS

BE IT ORDAINED by the Council of the City of Manassas, Virginia, meeting in regular session this ___ day of _____, 2018 that Sections 30-31, 30-135 and 30-136 of the Code of Ordinances, City of Manassas, Virginia, are hereby amended, and a new Section 30-136.1 is hereby added, as follows:

**CHAPTER 30
BUSINESSES**

ARTICLE II. – LICENSING

DIVISION 1. – GENERALLY

Sec. 30-31. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

....

Itinerant merchant ~~has the meaning given in City Code section 82-32.~~ means any person who engages in, does, or transacts any temporary or transient business in any locality and who, for the purpose of carrying on such business, occupies any location for a period of less than one year.

....

Peddler ~~has the meaning given in City Code section 82-32.~~ means any person who carries from place to place any goods, wares or merchandise and offers to sell or barter the same, or actually sells or barter the same, or any person who offers to sell or barter any goods, wares or merchandise from a temporary stand, display or similar facility; provided, however, that a person

with a definite place of business in the City who also sells or barter at a different temporary location in the City on an occasional or sporadic basis shall not be considered a peddler.

For purposes of this Chapter the term “peddler” shall not include a peddler at wholesale or to those who sell or offer for sale in person or by their employees ice, wood, charcoal, meats, milk, butter, eggs, poultry, game, vegetables, fruits or other family supplies of a perishable nature or farm products grown or produced by them and not purchased by them for sale. A dairyman who uses upon any city street one or more vehicles may sell and deliver from his vehicles milk, butter, cream and eggs without procuring peddler’s license.

COMMENT: These proposed definitions track the state code definitions found in Virginia Code §58.1-3717, with the reference to selling from a temporary stand or display in the proposed “peddler” definition added for clarity. The last part of the proposed definition, beginning with “provided, however . . .”, would allow someone with a regular licensed place of business in the City to also sell from a temporary stand without a peddler’s license, if they only do so on an occasional or sporadic basis. The second paragraph lists the state law exclusions from the definition of “peddler”.

Sec. 30-135. - Peddlers.

~~(a)~~ On every peddler, whether on foot or by conveyance, there shall be assessed by the commissioner of the revenue a license tax in accordance with a fee schedule established by an uncodified ordinance enacted by the city council. Such license tax shall not be prorated.

~~(b) Any person desiring to secure the issuance or transfer of a peddler's license shall apply for a permit under article 2 of chapter 82 of this Code. The commissioner of the revenue shall obtain a police background report on the applicant from the city police and shall deny a license to any applicant who has been convicted of any crime involving violence, financial malfeasance, theft, fraud or perjury within the past seven years. Additional grounds for denying a permit appear in in section 82-53. Any peddler denied a permit under chapter 82 is ineligible for a license under this chapter 30.~~

COMMENT: The current license tax for a peddler is \$500.00 per year, which is the maximum allowable under state law (Virginia Code §58.1-3717 (C)). An amendment by City Council to the uncodified fee schedule ordinance would be necessary to reduce the annual license tax for peddlers, or to provide an option for a less expensive license that would only be valid for a limited number of days.

These amendments propose the deletion of subsection (b) that requires an applicant for a business license to pass a background investigation. I do not think there is authority for that requirement in the context of a business license (as compared to a peddler’s license under City Code chapter 82).

Sec. 30-136. - Itinerant merchants.

~~(a) Every person engaged in the business of being an itinerant merchant, as defined in this article, and not a dealer in precious metals and jewels or exempt from taxation pursuant to subsection (b) of this section, shall be assessed by the commissioner of the revenue and pay for the privilege a license tax in accordance with a fee schedule established by an uncodified ordinance enacted by the city council. The license shall be nontransferable and shall not be prorated.~~

~~(b) Any charitable institution or nonprofit or other organization providing housing for persons 60 years of age or older, or conducting a hospital, or any association or other organization furnishing voluntary firefighting services, or any nonprofit lifesaving crew or lifesaving organization or rescue squad, or any nonprofit recreational association or organization not controlled in whole or in part by any church or sectarian society, or nonprofit chambers of commerce not controlled in whole or in part by any church or sectarian society, engaged in the business of being an itinerant merchant, as defined in this article, shall apply for a license but shall be exempt from the requirement of payment of a license tax required by this section. Such institutions or organizations may serve as a sponsor and apply for an "umbrella license" on behalf of otherwise taxable persons, so long as the sponsor organization is operated exclusively for charitable, community or educational purposes.~~

Sec. 30-136.1 – Umbrella license -- itinerant merchants and peddlers.

(a) The sale of goods, wares, merchandise, food and services in the city by merchants, peddlers and vendors (a) at a special event permitted under City Code §102-42 and sponsored by a nonprofit charitable organization, or (2) at an event on City property sponsored by a City department, board or agency, with the consent of the City Manager, are hereby recognized as distinct activities. Any such organization or City department, board or agency conducting such an event may obtain an umbrella license from the commissioner of the revenue that will satisfy the business license requirement for business transacted by all registered merchants, peddlers and vendors at the event. For any other business conducted in the city by any such merchant, peddler or vendor, the appropriate license required by this chapter must be obtained.

(b) The cost of the umbrella license described in subsection (a) shall be as follows:

(1) An annual license fee of \$500.00, which will apply to an unlimited number of events as described in subsection (a) during the calendar year when the license is obtained, regardless of the number of participating merchants, peddlers and vendors at any one event; or,

(2) A per event license fee of \$10.00 per participating merchant, peddler or vendor; provided, however, that regardless of the number of merchants, peddlers and vendors, the cost of such license shall not be less than \$50.00 nor more than \$500.00 for any one event.

(c) As used in this section, a "nonprofit charitable organization" means a nonprofit corporation organized for charitable purposes that has been designated by the Internal Revenue Service as a 501 (c) (3) organization, a civic organization as defined in Virginia Code §57-48, or a nonprofit church or other religious body.

(d) For purposes of this section, a person shall be considered a merchant, peddler or vendor at a special event or City-sponsored event only if he or she (i) has registered with the event organizer, and (ii) only conducts business within the boundaries of the area in which the event is held.

(e) Any organization or City department, board or agency issued an umbrella license pursuant to this subsection shall, within ten (10) days of the last day of the event for which such license was issued, file with the commissioner of the revenue on a form prescribed by the commissioner, a final accounting of the merchants, peddlers and vendors who actually conducted business at the event.

(f) The provisions of this subsection are applicable only to the activities of temporary or transient merchants, peddlers and vendors, and shall not be applicable to other licensable activities, including, but not limited to, persons operating amusement and recreation parks, circuses, carnivals or concerts. Any person who does business at a special event conducted by a qualifying nonprofit organization or a City-sponsored event and is not registered as a merchant, peddler or vendor for the event shall be considered a peddler or itinerant merchant as defined in this Chapter, and shall be required to pay the applicable business license tax.

COMMENT: City Code §30-136 (b) currently allows certain nonprofit organizations to sponsor a group of itinerant merchants and to obtain an "umbrella license" for them, in lieu of each merchant obtaining an individual business license. The proposed amendment expands on that concept, and allows an umbrella license to be obtained (1) by a nonprofit charitable 501 (c) (3) organization, a civic organization or a church for events permitted under City Code §102-42; and (2) by any City department, board or agency for events held on City property. This proposed change, if adopted, would apply to special events such as the Celebrate America Festival sponsored by Historic Manassas, Inc., and Food Truck Fridays at the Airport. If adopted it would replace the current practice of requesting a business license waiver from the City Manager.

CHAPTER 82
PEDDLERS, SOLICITORS, AND CANVASSERS
ARTICLE I. – IN GENERAL

Sec. 82-1. ~~Reserved.~~ Scope.



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 10 Minutes

Agenda Title: Update: Department of Social Services

Recommendation: Information Only

Motion: N/A

Date Last Considered by City Council: January 22, 2018

Summary and/or Comments: Ronald King, Director of Social Services, will present a report detailing the department's activities and its support of the goals and objectives identified in the City Council's Strategic Plan.

Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Ronald King, Social Services Director
Ronald.King@dss.virginia.gov
(703) 361-8277



Annual Report Fiscal Year 2018

City of Manassas
Department of Social Services

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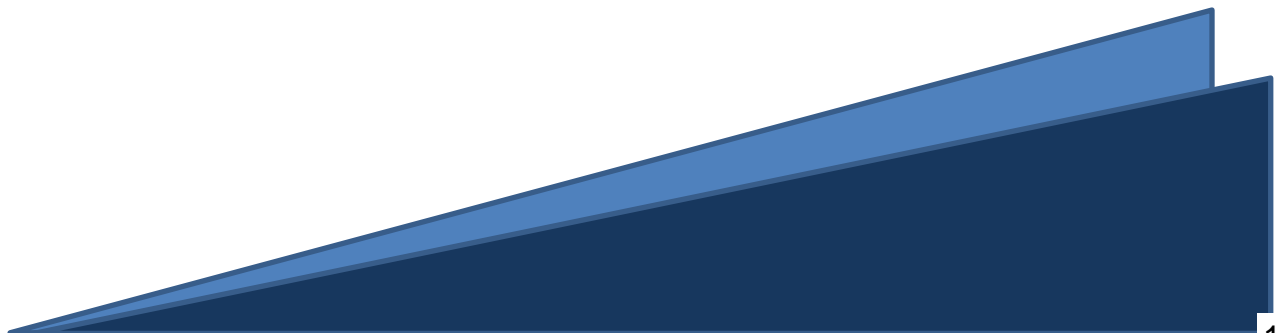
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The City of Manassas Department of Social Services strives to provide opportunities which promote the stability, self-sufficiency and wellbeing of it's residents by:

Assisting with basic needs

Protecting children

Providing information and referrals to community resources



Each year the City of Manassas Department of Social Services (CMDSS) prepares an Annual Statistical Report to share basic information about the many programs CMDSS administers.

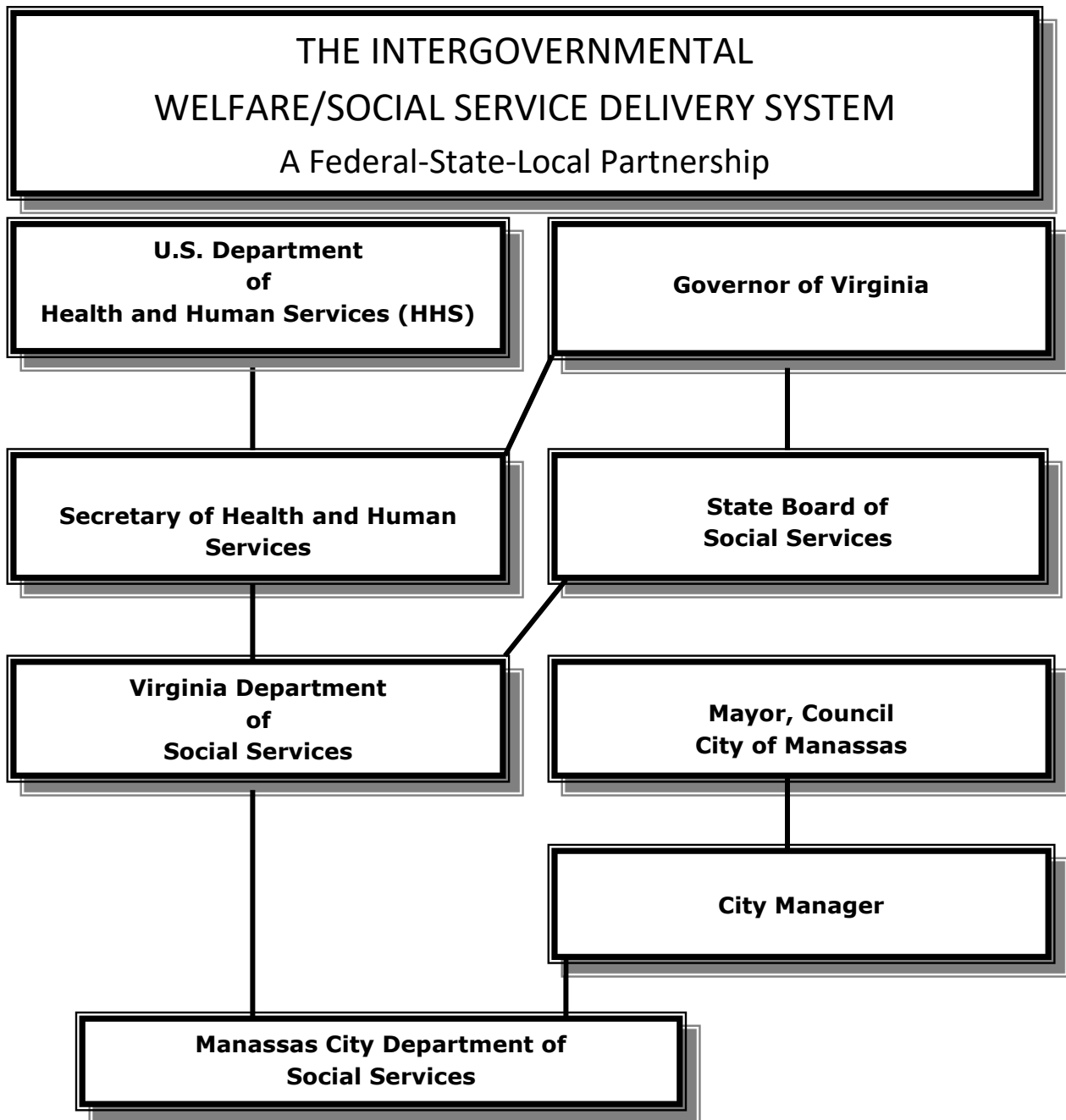
For most programs, the report shows caseload and expenditures for the last 5 fiscal years, from 2014 to 2018. The report is organized by major program areas including: Benefit programs, Family services, Child Care, Housing, Virginia Juvenile Community Crime Control Act (VJCCCA) and the Children's Services Act (CSA).



We hope this information is useful to you and provides an overview of how CMDSS is making a difference throughout the city.



Ronald King
Director



FEDERAL LEVEL: The United States Department of Health and Human Services (HHS) translates Congressional laws into Federal Regulations for implementing these laws. These regulations are for all welfare programs funded by the Federal Government and are binding in all fifty states. Federal regulations allow states to exercise options within these guidelines for programs that are partially state-funded.

STATE LEVEL: The Virginia Department of Social Services implements Federal regulations and translates state laws into regulations. These regulations are for all welfare programs funded by the state and are binding in all localities. The state allows local governments to exercise options in those programs that are partially locally funded.

LOCAL LEVEL: The Manassas Department of Social Services is the local delivery system for financial assistance and social services. Federal, state and local policies are implemented in Manassas by the City Manager and the Director of Social Services, who comprise the Administrative Board. A Citizens' Advisory Board meets bi-monthly to serve as a communications link between local citizens and the agency.

Social Services Advisory Board

FY2017-2018

Marlene Hutchinson, Chair
Stephanie Tipple, Vice Chair
Lillian Orlich
Lyssia Walker White
James Cain, Jr.
Shakira Johnson
Kristie Dunleavy
Brenda McMahon

The City of Manassas Department of Social Services Advisory Board is made up of seven board members, who are appointed by the City Council for a four-year term. The board members meet bi-monthly with senior staff to:

- Monitor local social welfare programs
- Support staff with annual budget reporting
- Assist Social Service staff with various community projects

On-going Board projects include:

- Un-trim-a-tree for Foster Children
- Foster Parent recruitment activities
- Annual Report presentation support
- Budget presentation support
- National Adoption Day supportive activities
- Staff recognition activities
- Christmas gifts for Foster Children



DEPARTMENT OF SOCIAL SERVICES

STAFFING

Ronald King
Director and Administrative Board

LaTanya Bell
*Family Services Finance
 Manager*

Admin Asst. II
 (1)

Michele Childs
Housing Program Supervisor

Section 8 Housing
 (1) Housing Agent I

Sharon Minter
CSA Coordinator

Anita Brown
Administrative Coordinator

**Remona Thompson &
 Yolanda Rivera**
*Benefit Programs
 Managers*

**Public Assistance
 Programs**
 (3) Benefit Programs
 Specialist III
 (8) Benefit Programs
 Specialist II
 (5) Benefit Programs
 Specialist I

Kimberly King-Anderson
Human Service Supervisor

**Human Service
 Assistants**
 (4)

Melanie Trabosh
*Service Programs
 Manager*

**Family, Child, Adult
 Svcs. And Day Care**
 (1) Family Service
 Specialist III
 (5) Family Service
 Specialist II
 (1) Family Service
 Specialist I

Employment Services
 (1) Self Sufficiency
 Worker II

VJCCCA
 Family Service
 Specialist II
 (1)

BENEFIT PROGRAMS

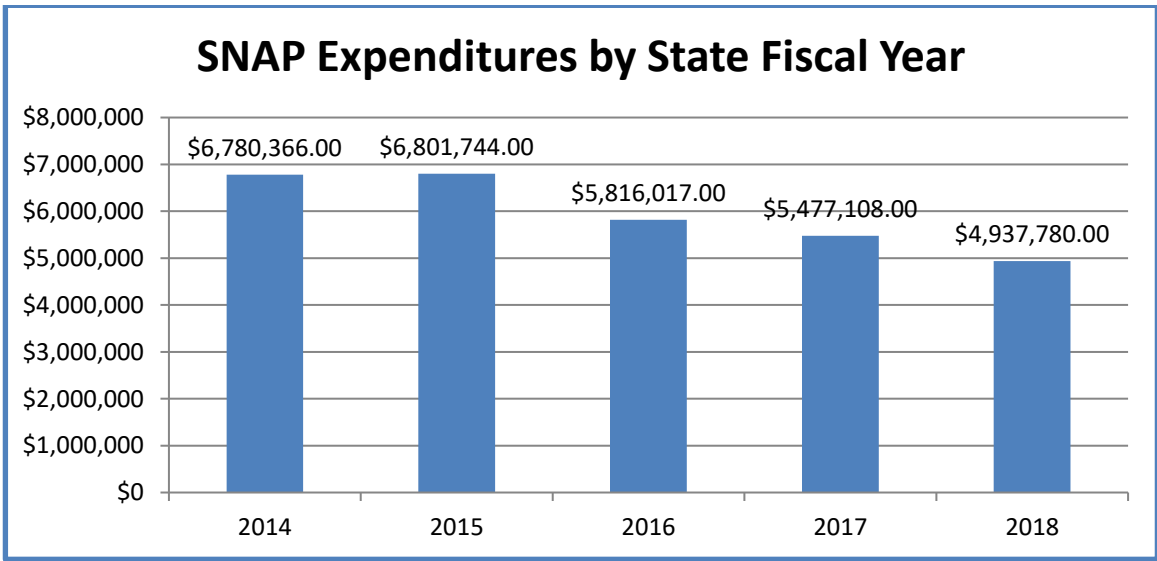
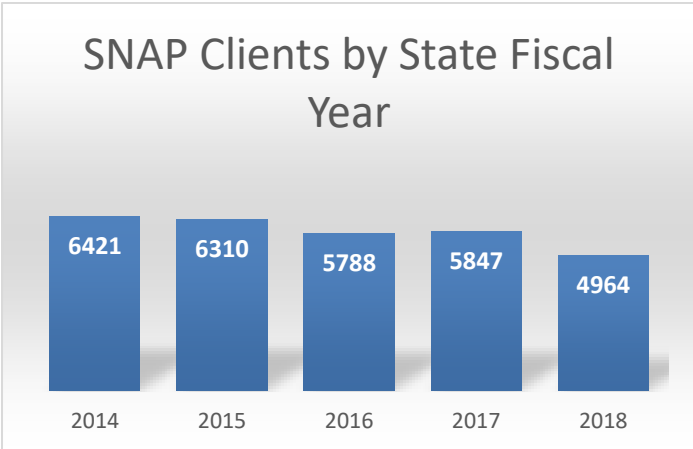
SUPPLEMENTAL NUTRITION ASSISTANCE PROGRAM (SNAP)

How this program helps people

The Supplemental Nutrition Assistance Program (SNAP) is designed to alleviate hunger and malnutrition by increasing the purchasing power of low-income households. SNAP serves two categories of low-income households: Public Assistance (PA) and Non-public Assistance (NPA).

PA households include where all members receive or are eligible to receive income from Temporary Assistance for Needy Families (TANF), TANF Diversionary Assistance, General Relief, or Supplemental Security Income (SSI) and, households where any member receives VIEW Transitional Payments (VTP).

NPA households are those where at least one member is not eligible to receive income from TANF, TANF Diversionary Assistance, General Relief, or SSI and no one in the household receives VTP. In general, TANF and General Relief applications are also considered applications for SNAP

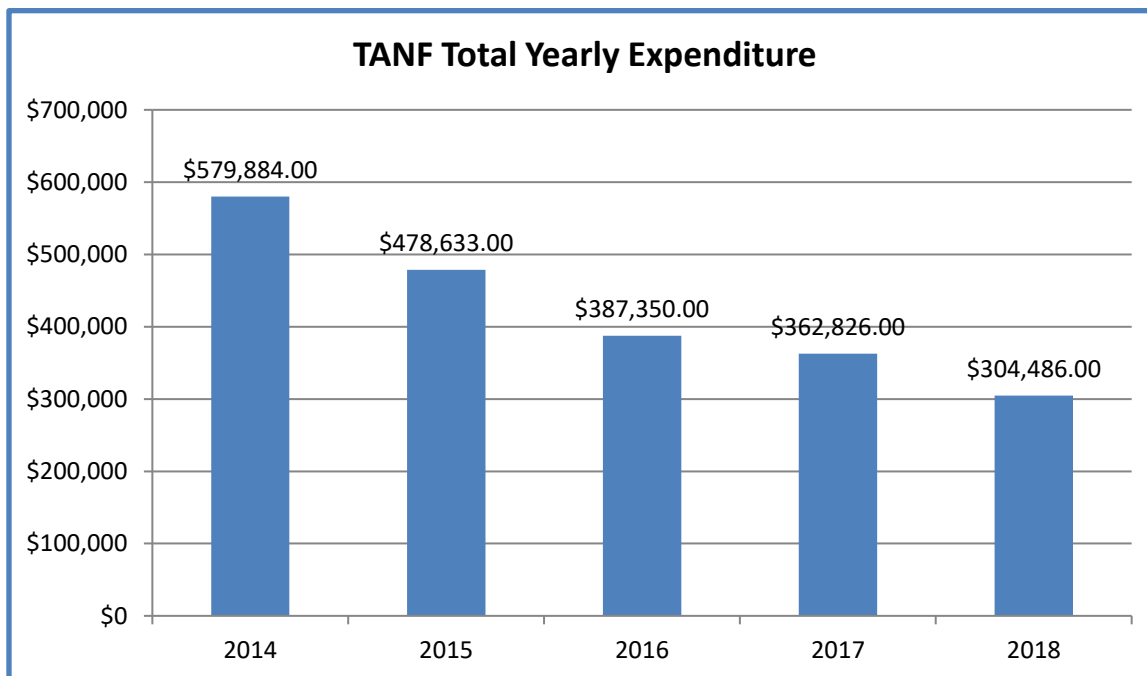
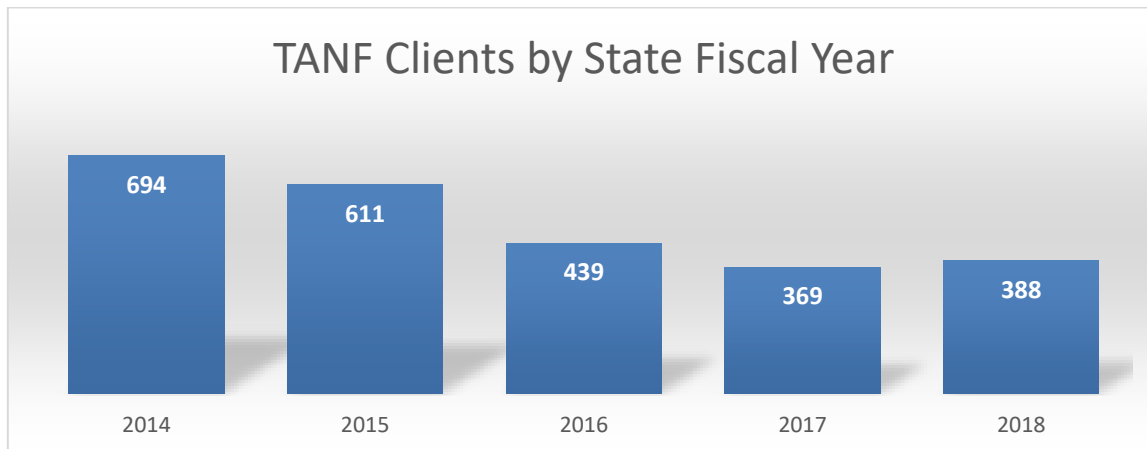


1 Source: Data Warehouse, "Client Cross-Program Locality Yearly Analysis" (2012-2016 data come from ADAPT; 2017-2018 data from VaCMS). Unduplicated count within locality. Refers to "eligible" household members.

TEMPORARY ASSISTANCE TO NEEDY FAMILIES (TANF)

How this program helps people

Temporary Assistance to Needy Families (TANF) provides temporary cash assistance and employment related services to enable families with children to become self-supporting. It is funded primarily through a federal block grant.



¹ Source: Data Warehouse, "Client Cross-Program Locality Yearly Analysis" (2012-2016 data come from ADAPT; 2017-2018 data from VaCMS). Unduplicated count within locality. Refers to "eligible" household members.



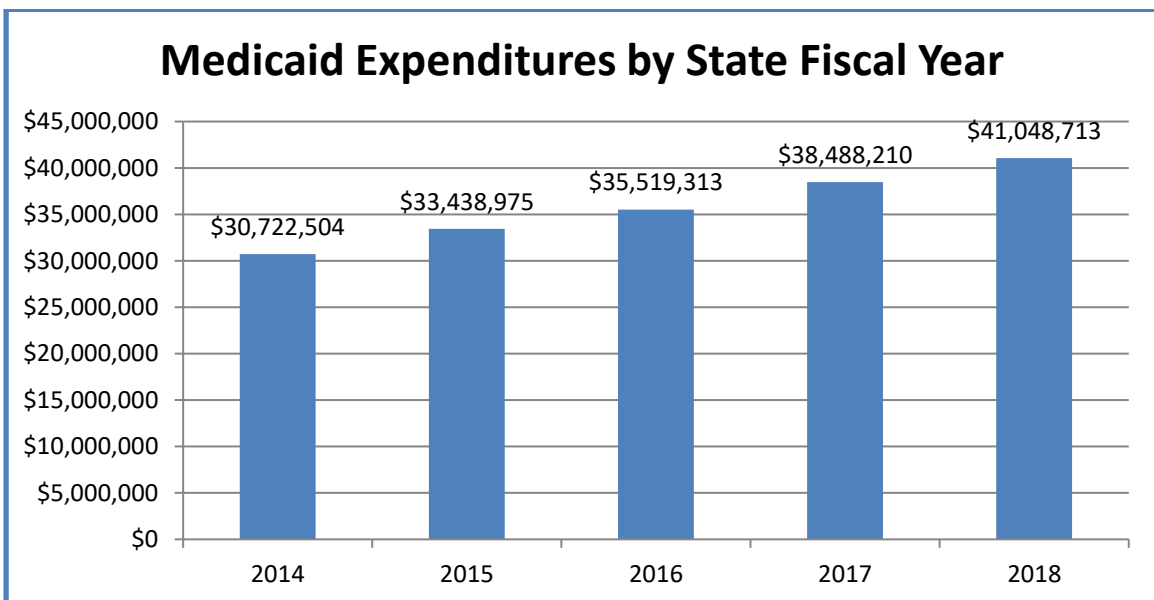
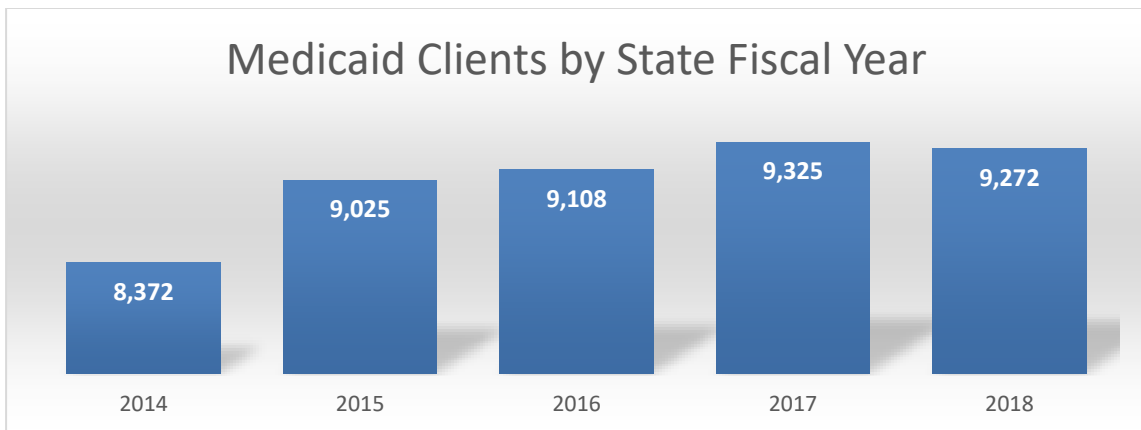
How this program helps people

Established under Title XIX of the Social Security Act, Medicaid enables states to provide medical and health related services to individuals who meet income, resource, and other eligibility criteria.

Medicaid is jointly funded by state and federal governments. Payments for aged, blind and disabled enrollees account for more than half of Medicaid expenditures, even though these individuals account for less than one-third of all Medicaid enrollees.

About 58 percent of Medicaid spending is for low-income children, who comprise more than half of all Medicaid enrollees.

In Virginia, the Department of Medical Assistance Services is the lead state agency and sets Medicaid policy. Local social service offices determine eligibility and enroll most individuals in Medicaid.



1 Source: Data Warehouse, "Client Cross-Program Locality Yearly Analysis" (2012-2016 data come from ADAPT; 2017-2018 data from VaCMS). Unduplicated count within locality. Refers to "eligible" household members.

OTHER BENEFIT PROGRAMS

AUXILIARY GRANT (AG)

An Auxiliary Grant (AG) provides an income supplement to recipients of Supplemental Security Income (SSI) and certain other aged, blind or disabled individuals residing in an assisted living facility (ALF) or in an adult foster care home approved by the individual's local DSS. The Auxiliary Grant program is 80% state and 20% locally funded.

- Average of 5 individuals assisted
- \$7,463 expended in FY18

ENERGY ASSISTANCE

The Energy Assistance Program assists low-income households in meeting immediate home energy needs.

Local DSS offices administer three of the four components: fuel, cooling and crisis assistance. Fuel assistance purchases primary home heating fuel or pays primary home heating utility bills. Cooling assistance covers electricity security deposits, the purchase or repair of cooling equipment, and/or payment for electricity to operate cooling equipment. The Energy Assistance program is 100 percent federally funded.

Households (Cases) Served (unduplicated)	Energy Assistance (EA) ¹		
	Fuel	Cooling	Crisis
2014	118	43	16
2015	117	52	11
2016	122	52	8
2017	154	149	7
2018	79	120	9



¹ Source: Energy Assistance Case (Household) Counts Agency Summary Reports Reports.

REFUGEE RESETTLEMENT

The Refugee Resettlement Program which is 100% federally funded, provides support to men, women and children from all parts of the world forced to flee their homelands because of wars, armed conflicts and/or human rights violations. Working through non-profit agencies and local departments of social services, the program provides the following types of services: employment assistance, English Language training (ELT), cash and medical assistance, health screenings and child care.

SERVICE PROGRAMS

ADULT PROTECTIVE SERVICES (APS)

How this program helps people

Adult Protective Services (APS) investigates reports of abuse, neglect and exploitation of adults with disabilities (age 18 to 59) and older adults (age 60 and older) to determine if these persons are in need of protective services. APS also investigates cases of suspected financial exploitation (i.e., mishandling, theft, or fraud involving personal income, assets or property) by family members, caretakers or others.

If protective services are needed and accepted by the individual, local APS social workers may arrange for a wide variety of services, including home-based care, transportation, adult day care services and legal intervention in order to protect the adult. Services may be arranged for individuals in emergency situations who lack the capacity to consent to services.

The goal of APS is to protect a vulnerable adult's life, health and property without a loss of independence.

Adult Protective Services (APS)	Total Reports	Age Group (years)	
		18-59	60 and older
Adult subjects of APS Reports	77	20	57

Source: DARS, Adult Protective Services, ASAPS.

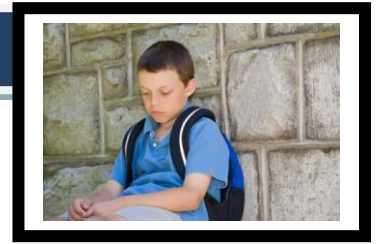
ADULT SERVICES

How this program helps people

Companion, chore and homemaker services are provided by the local department of social services to adults aged 60 and older and adults with a disability. They are designed to help adults remain as independent as possible, in the least restrictive environment (preferable in their own homes), and to avoid more costly and restrictive institutional placement.

Together these services comprise "home-based services" and are paid from federal Social Service Block Grant and local funds, with a small amount of state funding for APS.

- Performed 48 Medicaid Pre-screenings for home based or long term care services.

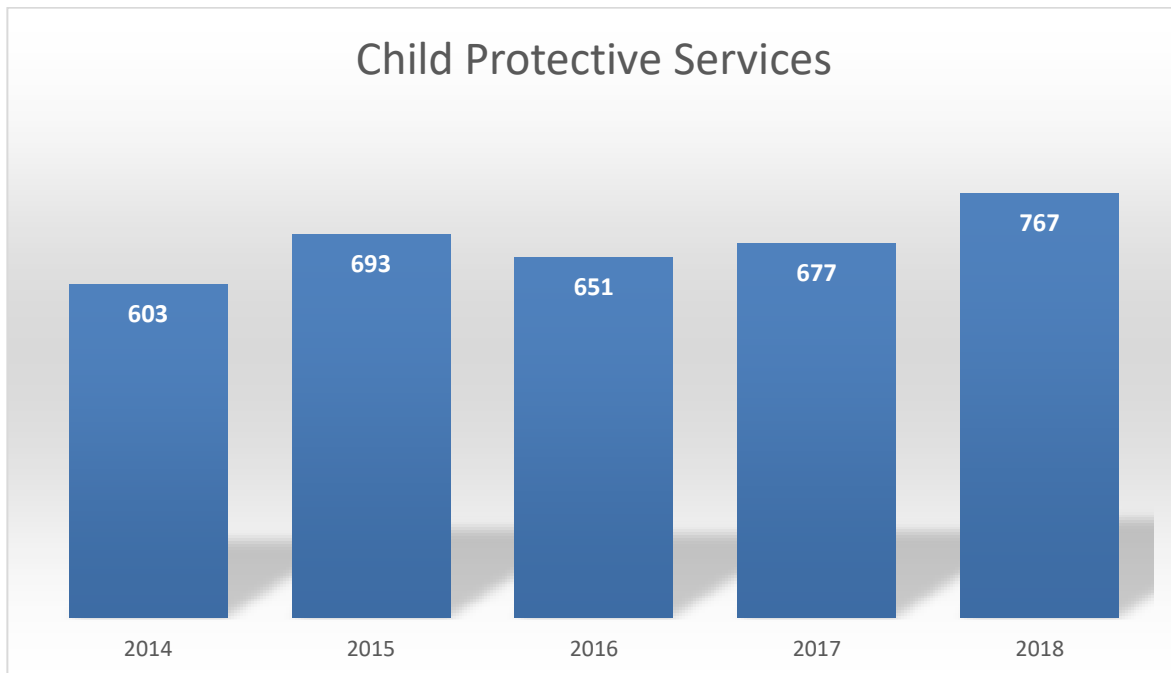


How this program helps people

The goal of CPS is to provide a continuum of specialized services to protect children from abuse, neglect, or exploitation, to preserve families whenever possible, and to prevent further maltreatment.

Every valid report of abuse or neglect must be responded to by either a family assessment or an investigation. Family assessments are the preferred response when a child is not in immediate danger and when the alleged abuse or neglect is less severe. Family assessments include developing child safety and family service plans to remedy maltreatment and/or prevent future maltreatment. Investigations are conducted when there are immediate concerns about child safety, there may be a prior history of child abuse or neglect, and/or the reported allegation is severe.

During the period of 7/1/18-6/30/18 the agency received 767 referrals of which 553 were invalid. The 214 valid referrals consisted of the following categories: 14 Medical neglect, /8 mental abuse/neglect , 71 physical abuse, 98 physical neglect, 20 sexual abuse and 3 substance abuse infants.



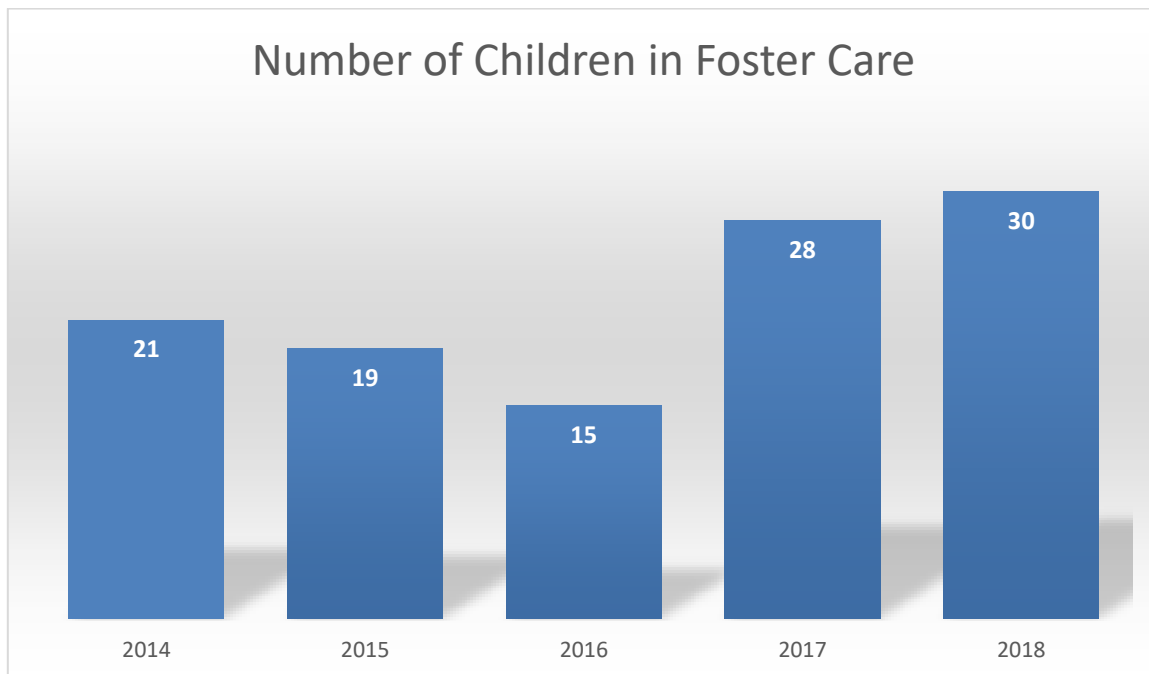
1 Source: DFS, VCWOR,/OASIS, "Children in CPS Referrals".

How this program helps people

Foster care provides services, substitute care, and supervision for children on a 24-hour basis, until a child can either return to their family or become a permanent member of another family. Because foster care is a temporary response to family problems, workers establish a “permanency” goal for each child to ensure that the child will have a safe and stable family with which to live.

Adoption places children who have been permanently and legally separated from their birth parents with a new family. It is a social and legal process which gives new parent(s) the same rights and obligations as biological parents. Adoption procedures are governed by Chapter 12 of the *Code of Virginia*. There are only two types of adoptive placements that are allowed by Virginia law. These are agency placements and non-agency placements.

Adoption Assistance facilitates the adoption of children from foster care who are considered hard to place because these children have special needs and because few families are available to adopt them.



Sources: Division of Family Services, VCWOR/OASIS. “Children in Foster Care” is a point in time count as of 6/30/18.

Virginia Initiative for Employment not Welfare (VIEW)

How this program helps people

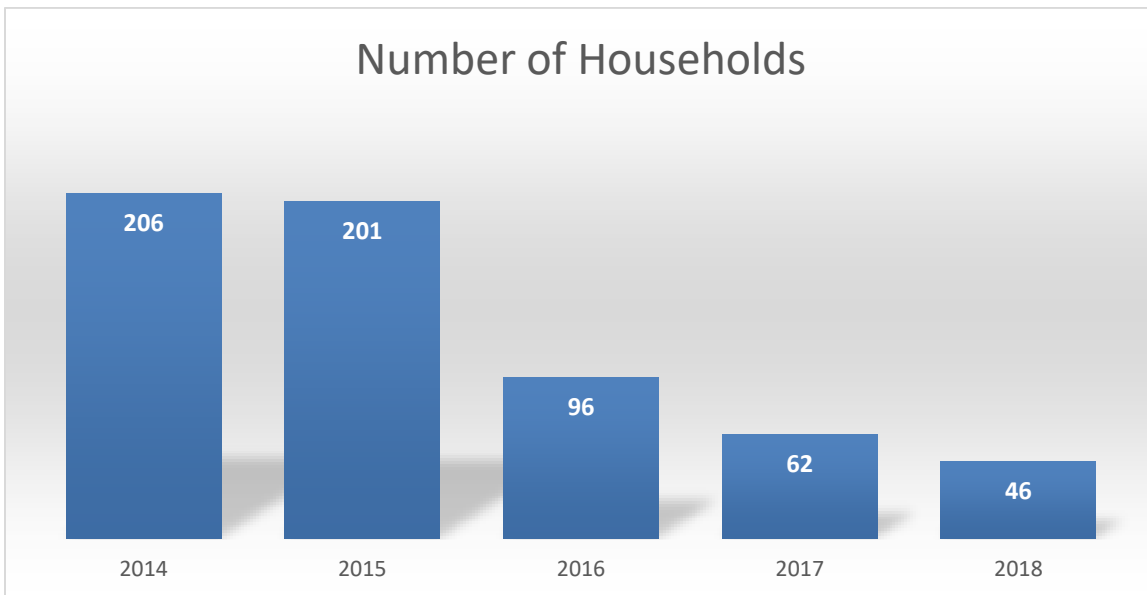
The Virginia Initiative for Employment not Welfare (VIEW) provides employment services, primarily to individuals who are subject to the TANF work requirement. VIEW services include: job readiness classes, job search assistance, education, training, community work experience placements (internships), and subsidized employment. VIEW also offers support services such as child care, transportation and purchases of work related items like uniforms. The goal of VIEW is to help current and former TANF recipients prepare, succeed and advance in the workplace. VIEW is funded through a blend of federal and state sources.



Most employed VIEW clients work in a narrow range of occupations; food services, retail (referred to as "cashier/sales"), a medical field and housekeeping/maintenance.

For most occupations, average wage growth was less than 1 percent per year, consistent with wage stagnation among lower-skilled workers in the general population.

- An average of 46 households participated during the course of the year
- \$42,363 spent to purchase supportive services (excluding child care)



CHILD CARE

How this program helps people

The Child Care Subsidy Program is designed to promote economic self-sufficiency and child development by assisting families with the cost of providing substitute parental care, protection, guidance, and early childhood education. Policies and strategies are intended to educate parents and promote informed decision-making when selecting a child care provider; to provide low-income families with financial assistance to find affordable, quality child care for their children; and to support parents trying to achieve independence from public assistance.

TANF child care provides subsidies for TANF recipients to support their employment, enable participation in VIEW activities or in approved education or training, and for child protective services.

Transitional child care provides up to 12 months of child care subsidies following closure of the TANF case for income-eligible, employed clients.

Fee child care requires co-payment by clients and provides child care subsidies for income-eligible, non-TANF families to support their employment, approved education or training, or for child protective services.

Households (Cases) Served (unduplicated)	Child Care ¹
2014	195
2015	219
2016	187
2017	138
2018	138

Source: VaCMS, "Children and Family Counts -- Expenditure by Budget



Child Care Services

Child care is a significant expense for any family with young children. The cost for one preschool aged child to attend full-time care is \$880 per month. Infant care is more expensive and school aged care is less expensive as it tends to be part-time (before and/or after school).

An average of 138 families with 272 children received \$1,346,931 in child care assistance in FY18. This combination of Federal and State subsidies assisted families in securing and maintaining employment.



Children's Services for At Risk Youth (CSA)

The Children's Services Act for At-Risk Youth and Families (CSA) is a law enacted in 1993 that establishes a single state pool of funds to purchase services for youth and their families. State funds, combined with local community funds, are managed by local interagency teams who plan and oversee services to youth. The mission of the CSA is to create a collaborative system of services and funding that is child-centered, family-focused and community-based when addressing the strengths and needs of troubled and at-risk youth and their families in the Commonwealth.

City of Manassas CSA

The pooled CSA funds for the City of Manassas are managed and overseen by two groups comprised of Community agency representatives. The Community Policy and Management Team (CPMT) is charged with overseeing the financial management of the pooled CSA funds and establishing the policies of how CSA will be operated in the locality. The CPMT consists of the heads or designees of the Department of Social Services, Court Service Unit, Community Services, whose funds were pooled into CSA along with the Health Dept., a representative from City Council, a Parent representative and a Private Provider representative. The second group is the Family Assessment & Services Team (FAST) composed of the representatives from the same agencies as the CPMT. The purpose of the FAST is to hear the cases from the different agencies and jointly consider appropriate service availability to assist the family and to recommend funding. The FAST works directly with the families and case managers to develop service plans. CSA has two pools of funds, one is mandated which covers the expenses for foster care and special education services. The second is non-mandated which covers service expenditures for children referred to CSA through Community Services or Juvenile Justice. A child referred for services must be associated with one of the member agencies in order to access CSA funds. Parental co-payments are accepted to help defray costs.

- 47 City of Manassas families were served in FY18
- \$1,418,534 in payments were made to purchase services in FY18
- \$200,000 in local costs were saved by use of alternative funding sources

Housing Choice Voucher Program

The Housing Choice Voucher program is the federal government's major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses and apartments. There is HUD at the federal level with VHDA directly under and Housing choice vouchers are administered locally by public housing agencies (PHAs). The PHAs receive federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the voucher program. By law, a PHA must provide 75 percent of its voucher to applicants whose incomes do not exceed 30 percent of the area median income. Median income levels are published by HUD and vary by location. The voucher recipients pay 30% of their gross adjusted income towards rent and utilities. It is a 100% federally funded program that pays rents directly to property owners (landlords.) An added bonus to this program is a percentage of these funds are returned to community through real estate taxes.

- 300 households received subsidies as of 6/30/2018
- Household composition: 184 families, 82 elderly and 130 disabled
- 3,368 Waiting applicants on the list as of 6/30/18
- \$953 average in housing assistance payments
- \$ 3,647,546 in housing assistance and utility allowance payments



Virginia Juvenile Community Crime Control Act

The Diversion Pathways Program has been designed to assist probation in addressing the increasing number of diversion cases coming before the 31st District Court Service Unit. The Diversion Pathways worker will work with youth in an informal manner rather than through the official court process. A juvenile placed on a Diversion contract due to an allegation brought before intake will have the opportunity to participate in the Diversion Pathways Program. A Diversion Contract will be devised to assist the juvenile and their family to address the needs and issues identified in order to successfully complete the program within 120 days. The service objectives addressed through the Diversion Pathways Program will help to reduce at risk behavior, address criminogenic needs, and empower parents. A plan will be developed with the families that may include counseling, informal supervision, restitution, community service, or other programs deemed appropriate. The ultimate goal is to prevent petitions from being forwarded to court, which result in less juveniles being placed on probation, in line with the Department of Juvenile Justice's current transformation plan.

VJCCCA is funded by the Department of Juvenile Justice and City of Manassas serving court involved high-risk and high-needs youth.

- A total of 11 youth were served in FY18
- \$174,518 was spent in FY18 to fund the program



Administrative and Program Expenditure Summary

Fiscal Year 2018	
Medicaid* & FAMIS	\$41,048,713
Supplemental Nutrition Assistance Program (SNAP)*	\$4,937,780
TANF*	\$304,486
Housing Assistance*	\$3,647,546
State Energy Assistance Program*	\$51,228
Department Operations	\$3,329,590
Day Care Programs*	\$1,346,931
Benefit Programs	\$545,015
Service Programs	\$36,703
Employment Programs	\$42,363
Housing Choice Voucher Program	\$216,352
Local Programs	\$110,789
Children's Services	\$1,418,534
VJCCCA	\$174,518
TOTAL	\$57,210,550

*Requires a local eligibility determination but are not budgeted locally and no local match is required.

The Department of Social Services is a significant partner in maintaining the economic vitality of our community. Last year over \$1.3 million Day Care dollars were spent with local day care providers to support children and keep them safe so City parents could work. Over \$4.9 million SNAP dollars were spent in area grocery stores. Doctors, local medical facilities and drug stores benefited from over \$41 million Medicaid and FAMIS dollars. Over \$3.6 million dollars were used to assist low income individuals live in decent, affordable housing through the Housing Voucher Choice Program. These are just a few of the programs administered by the Manassas Department of Social Services that positively impact not only the lives of our residents but positively impact the Manassas business community.

Accomplishments

Over the past year, there have been many accomplishments, whether they are in the realm of day-to-day operations, or of significant impact to City residents.

Customer Service

Virginia continues to encourage residents who are in need, to apply for assistance through the internet, thus ensuring that their application is received by the correct locality and aiding in determining eligibility more efficiently. Two programs that provide local residents with seasonal assistance, Operation Turkey and Un-Trim-A-Tree both instituted an on-line application and was readily available to residents coming into the Social Service Office. The Customer Service personnel assisted:

- Families with over 951 children in 350 families registered to receive gifts through the Un-trim-A-Tree program.
- 350 families received food assistance for Thanksgiving through the Operation Turkey program

Monthly the Customer Service personnel:

- Answered approximately 2,764 phone calls
- Assisted on average 778 clients coming into the office
- Handled 1,180 monthly translations either verbal or written

Benefit Programs

- Over \$57,352 in Fraud claims were established from the SNAP and TANF programs
- The Benefits Unit processed and delivered food benefits to clients timely at a rate of 100%.
- The Benefits Unit has converted 50% of the physical files to paperless.
- The VDSS Quality Control Unit did not find any errors in the agencies SNAP cases. The agency processed cases with 100% accuracy.

Services

Child Protective Services (CPS): The Child Protective Services team developed the Substance Exposed Infant workgroup (SEI). Community partners coming together to discuss best practices to support the families.

25 children were staffed by the Manassas City Multi-disciplinary Team (MDT). A Joint work group that involves local law enforcement, Commonwealth Attorney, Child Protective Services and Victim Witness. The team conducts regular reviews of new and ongoing report of felony sex offences in the jurisdiction.

Child Protective Services (CPS) workers closed 100% of their CPS reports for FY18.

Foster Care: City of Manassas Foster Care workers completed 100% of their Face to face home visits FY18. During the period of July 1, 2017 to June 30, 2018, 2 children came into foster care and 8 children exited to return home/relative placements. There were 4 foster children who were adopted and there are 18 children receiving adoption assistance.

Services (cont.)

Child care: City of Manassas was recognized for Error-free Child Care Case Reviews Child Care and Development fund, state improper payments Review (October 2016-September 2017) only 16 out of 120 agencies received this recognition.

Manassas City Community Council (MCCC)

The MCCC was established in 2016 to assist case managers in addressing/staffing difficult cases. The Council is comprised of numerous community partners to include, Manassas City truancy officers, school social worker, student assistance program coordinator for schools, Manassas City Police Department representatives, Department of Social Services, 31st District Court Service Unit, HIDTA prevention, and a Private Provider representative. The premise behind this council was to bring an array of community partners, who are all working with the same at risk youth, together to provide expertise, case management, problem solving, and resource sharing to better assist these youth and their families.

The council meets monthly to share resources, staff cases, and work collaboratively to assist the case managers in securing the most appropriate resources for families. Each case is staffed on an individual basis and an individualized treatment plan is put in place to assist the case manager in effective service delivery. The goal is to work collaboratively to achieve optimal results in a timely manner in order to empower our clients and promote change and growth.

VJCCCA Diversion Pathways Program-Team Quest: is a youth enrichment program led by a multi-disciplinary team of youth service providers. The group engages young people in “learning through experience” opportunities, perhaps outside their routine social and economic boundaries, to help them grow into responsible and caring members of their communities:

January 25, 2018 – Serving Our Community – Served lunch to homeless at First Baptist Church

February 27, 2018 – Red Lobster – Learning about the restaurant business behind the scenes

April 24, 2018 – Art Against Assault – Sexual Assault Awareness Activity with TQ females

May 21, 2018 – Bowling at Uptown Alley

July 12, 2018 – Creative Arts Activity – tye dye t-shirts and paint pottery

July 17, 2018 – Movie Day

August 9, 2018 – Top Golf

August 23, 2018 – Kings Dominion

September 25, 2018 – End of Summer Banquet

October 4, 2018 – Addiction Seminar

October 29, 2018 – Halloween Pumpkin Painting Activity

November 6, 2018 – Internet Safety Seminar

December 20, 2018- Community Service – Fox Trail Assisted Living Facility – Holiday Party

Children's Services Act (CSA)

A state audit of the FY2018 CSA program was very successful. There were no financial charge-backs and the program was noted for its fiscal stewardship.

Through use of alternative funding sources, such as Medicaid and Title IV-E, the City of Manassas Children's Services Act (CSA) program was able to yield a savings of \$200,000 in local costs.

Housing

Since 2007, the Housing Choice Voucher Program has received a 100% Section Eight Management Assessment Program score and was deemed a high performer by the Virginia Department of Housing Administration (VHDA). The Housing Choice Voucher program continues to receive an Audit Score of 100%, High Performer status each year.



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 10 Minutes

Agenda Title: Update: Economic Development Department

Recommendation: Information Only

Motion: N/A

Date Last Considered by City Council: January 22, 2018

Summary and/or Comments: Patrick Small, Economic Development Director, will present a report detailing the department's activities and its support of the goals and objectives identified in the City Council's Strategic Plan.

Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Patrick J. Small, Economic Development Director
psmall@manassasva.gov
(703) 257-8881



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date: January 28, 2019

Time Estimate: 10 Minutes

Agenda Title: Report: Historic Manassas, Incorporated (HMI)

Recommendation: Information Only

Motion: N/A

Date Last Considered by City Council: January 22, 2018

Summary and/or Comments: Debbie Haight, HMI Director, will present a report detailing the organization's activities and its support of the City through its promotion of tourism and economic development.

Board – Committee – or Commission Reviewed: N/A

Fiscal Impact: N/A

Staff Contact: Patrick J. Small, Economic Development Director
psmall@manassasva.gov
(703) 257-8881



City of Manassas
Manassas City Council
9027 Center Street
Manassas, VA 20110

Meeting Date:	January 28, 2019
Time Estimate:	5 Minutes
Agenda Title:	Resolution #R-2019-42: Resolution of the Manassas City Council in Support of Ratification by the Commonwealth of Virginia of the Equal Rights Amendment to the United States Constitution
Recommendation:	N/A
Motion:	Per the adopted Manassas City Council Rules of Procedure Section 4-2: "Council action on a Council Member-initiated agenda item may include, but is not limited to, discussion only; referral to a Council committee; referral to the City Manager for development by City staff; scheduled for a future Council work session; or placement on a future Council regular agenda for further action."
Date Last Considered by City Council:	November 19, 2019 – Adoption of Manassas City Council Legislative Priorities January 2, 2019 – Adoption of Manassas City Council Rules of Procedure
Summary and/or Comments:	Per the adopted Manassas City Council Rules of Procedure Section 4-2: The City Manager shall prepare a proposed agenda to review with the Mayor prior to the scheduled City Council meeting. Any Council Member that would like to add items to the proposed agenda should submit such items to the City Manager and the Mayor five (5) business days before the meeting. Last minute submissions are discouraged but may be added to a regular meeting agenda, subject to a vote of the City Council at the meeting approving a change [addition] to the published agenda. This will allow Council consideration of a matter that requires action expeditiously but was not known in time to be presented during the normal agenda development process. Items added to the agenda by an individual Council Member shall be listed separately on the agenda under "Other Business." Materials accompanying the agenda item shall be provided to the City Clerk for distribution to the Mayor and Council, and for posting with other meeting agenda materials. Council action on a Council Member-initiated agenda item may include, but is not limited to, discussion only; referral to a Council committee; referral to the City Manager for development by City staff; scheduled for a future Council work session; or placement on a future Council regular agenda for further action.
Board – Committee – or Commission Reviewed:	N/A
Fiscal Impact:	N/A
Staff Contact:	N/A
Presenter:	Pamela J. Sebesky, Council Member

MOTION:

January 28, 2019

Regular Meeting

SECOND:

Res. No. R-2019-42

RE: RESOLUTION OF THE MANASSAS CITY COUNCIL IN SUPPORT OF RATIFICATION BY THE COMMONWEALTH OF VIRGINIA OF THE EQUAL RIGHTS AMENDMENT TO THE UNITED STATES CONSTITUTION

WHEREAS, for 47 years, the Commonwealth of Virginia State Constitution has protected Virginians from discrimination by the Commonwealth on the basis of sex; and

WHEREAS, the United States Constitution does not explicitly guarantee equal rights and equal protection for the sexes; and

WHEREAS, the 14th Amendment to the United States Constitution and state constitutional statements of equality generally do not provide the strict scrutiny for sex-based classifications that is provided for classifications based on race, religion and national origin; and

WHEREAS, state laws are not uniform and federal laws are not comprehensive, and these laws can be repealed or reduced; and

WHEREAS, the people of the United States continue to experience the negative effects of lack of political parity between men and women, workplace discrimination, health care inequities, disparate rates of poverty, rape, and domestic violence assaults; and

WHEREAS, the Equal Rights Amendment would provide the "Equality of rights under the law shall not be denied or abridged by the United States or by any State on account of sex" and the Amendment would help ensure women and men have the same constitutional protections; and

WHEREAS, without the Equal Rights Amendment, the statutes and judicial decisions that have led to major advances in women's rights are vulnerable to being ignored, weakened, or even repealed or reversed; and

WHEREAS, the Equal Rights Amendment would help ensure that women and men have the same constitutional protections; and

WHEREAS, the Equal Rights Amendment was passed by Congress in 1972, and has been ratified by 37 states, the most recent being Nevada in 2017 and Illinois in 2018 and the time limit for the ERA appears only in the preamble and Congress presently is considering a bill that removes the time limit for ratification of the ERA; and

