

MINUTES
EMPORIA REDEVELOPMENT & HOUSING AUTHORITY
CITY OF EMPORIA MUNICIPAL BUILDING
REGULAR MEETING
JULY 6, 2011

Note to Reader: Although the printed agenda document for this Redevelopment and Housing Authority meeting is not part of these minutes, the agenda document provides background information on most all of the items discussed by the Board at this meeting. The Clerk of the Redevelopment and Housing Authority maintains the agenda document. One may see a copy of the agenda for this meeting by contacting the Clerk.

The Emporia Redevelopment and Housing Authority held a Regular Meeting on Wednesday, July 6, 2011 at 5:30 p.m. in the Council Chamber of the Municipal Building, 201 South Main Street, Emporia, Virginia. Veronica Leach, Chairperson presided over the meeting.

ROLL CALL

Upon roll call, the following Emporia Redevelopment and Housing Authority members indicated their presence:

Ms. Veronica Leach	Mr. Mark Owen
Ms. Marva Dunn	Mr. John Jones, Jr.

Absent: Ms. Carolyn Carey
Mr. Dave Thomas
Mr. Edward V. Lankford, IV

Others present: Steven B. Hall, Assistant City Manager
Lori Jarratt, ERHA Clerk
Sheila Cutrell, Finance Director

APPROVAL OF AGENDA

Mr. Owen made a motion to approve the agenda as presented, seconded by Mr. Jones which passed as follows:

Ms. Leach	aye	Mr. Owen	aye
Ms. Dunn	aye	Mr. Jones	aye

MINUTES APPROVAL

Mr. Owen made a motion to approve the minutes of the April 6, 2011 Regular Meeting as presented, seconded by Mr. Jones which passed as follows:

Ms. Leach	aye	Mr. Owen	aye
Ms. Dunn	aye	Mr. Jones	aye

FINANCIAL REPORT

Mr. Hall stated that the financial report detailing the revenue and expenditures for March 31, 2011 through June 30, 2011 was before the ERHA members.

Ms. Cutrell advised that a withdrawal had been made in the amount of \$13,000 from the Certificate of Deposit in order to have enough funds in the checking account to cover the check to the City for the demolition on Halifax Street.

UNFINISHED BUSINESS

11-03. Setback Zoning Requirements – Request by City Council

Mr. Hall stated that he has compiled research relating to side yard setbacks in residential districts upon request of the Emporia City Council at its February 3, 2009 meeting. He also stated that he issue at hand is whether the City’s existing zoning ordinance should be amended to require larger side yard setbacks in these districts.

He advised that the City of Emporia zoning ordinance has three residential districts based on density of development; R-1, R-2 and R-3. In R-1, minimum required setbacks are 20 feet total with ten feet for each side yard. In R-2 and R-3, minimum required setbacks are 15 feet total with a minimum of five feet for each side yard. He also advised that other localities similar in size to Emporia have been reviewed. Generally, side yard setbacks are consistent with that of Emporia’s. He further advised that I

He stated that in addition, the 2006 Virginia Residential Code (effective May 1, 2008) recommends a minimum of five feet separation for non fire-resistant walls and projections.

He advised that in consulting with the City Attorney on this matter, other issues may also arise if the setbacks are increased. First, an increased setback fringes on a taking of private property if a particular lot cannot be built upon as a result of the increase. He also state that second, even if setbacks are updated, any owner could claim an “undue hardship” and request a variance. One goal of regulating land use is to limit the number of variances granted. In localities (such as Emporia) where the number of variances is low, it implies sound land use management practices and an effective zoning ordinance.

He recommended not changing the residential side yard setbacks in the City’s zoning ordinance and the ERHA forward this recommendation to City Council for review at its August 2, 2011 meeting.

Ms. Dunn inquired if this was in response to the concern of citizens regarding the houses being built too close together. Mr. Hall advised that this was correct.

Mr. Jones made a motion to keep the setback requirement as they currently are, seconded by Ms. Dunn which passed as follows:

Ms. Leach	aye	Mr. Owen	aye
Ms. Dunn	aye	Mr. Jones	aye

NEW BUSINESS

11-11. Home Repair Program – Request to Open Indefinitely

Mr. Hall advised that the third round of the Home Repair Grant Program has been completed. He also advised that a total of zero applications were received.

He stated that per the FY 12 budget adopted on April 6, 2011, the following balances are remaining:

- CIG Program Income: \$32,080 (CDBG - Lowground Road Area)
- IPR Program Income: \$8,075 (IPR - City-wide Area)

He advised that there are “Program Income Plans” that detail how these funds must be utilized. He also advised that due to the lack of response from residents of the City for round three, I am seeking your input on utilizing a different approach moving forward.

He stated that we have experienced issues obtaining quotes from local contractors to conduct minor repairs. He also stated that given the City’s emphasis on property maintenance in neighborhoods, I will coordinate with Mike Allen, Code Official to compile a list of properties written up for code violations. He further stated that we will provide homeowners applications to complete and compile a number of jobs in one package to be bid out. He advised that all bids received will be reviewed/awarded at the next Regular Meeting (or Special Meeting if deemed necessary). He also advised that the lowest responsible bidder should be awarded the work.

He advised that the project packages will be compiled in the Lowground Area (*Streets include: Zion Boulevard, Harrje Street, Wallow Street, Astrio Street, Clay Street, Faison Street and Turner Street*) and City-wide in accordance with the attached Program Income Plans. He also stated that all previous program requirements must still be met by applicants.

He recommended that the ERHA reopen the Home Repair Program indefinitely under the new approach of compiling a larger number of projects for bid within the Program Income areas.

Mr. Owen made a motion to open the Home Repair program indefinitely, seconded by Mr. Jones which passed as follows:

Ms. Leach	aye	Mr. Owen	aye
Ms. Dunn	aye	Mr. Jones	aye

Mr. Hall stated that he had one housekeeping item. He also stated that there are several Tabled items that have not had any discussion.

Ms. Dunn made a motion to remove the items listed under Tabled Items, seconded by Mr. Jones which passed as follows:

Ms. Leach	aye	Mr. Owen	aye
Ms. Dunn	aye	Mr. Jones	aye

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

With no further business to come before the Emporia Redevelopment and Housing Authority, Chairperson Leach adjourned the meeting.

Veronica Leach, Chairperson

Date

Lori R. Jarratt, Clerk

Date