

City Council Meeting Packet



February 20, 2018

AGENDA

Norton City Council

February 20, 2018

6:00 P.M.

1. Roll Call
2. Invocation – Rev. Gary Hill
3. Pledge of Allegiance
4. Approval of Minutes
 1. Meeting of February 6, 2018
5. Audience for Visitors
6. New Business
 - A. Presentation on a SolSmart Designation to Make It Easier for Businesses and Residents to Go Solar and to Become Eligible for No-Cost Technical Assistance.
 - B. Overview of the 2018 Parks and Recreation Calendar of Events/Activities.
 - C. Overview of the New Design of the City’s Website.
 - D. Confirmation of an Emergency Declaration for the 2018 Flooding Event that Occurred February 9th – 11th.
 - E. Confirmation of a Check/Transfer in Excess of \$100,000.

F. Closed Meeting for Personnel as Per Section 2.2-3711 (A) (1), Section 2.2-3711 (A) (8) Consultation with Legal Counsel Employed or Retained by a Public Body Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Such Counsel and Section 2.2-3711 (A) (3) of the Code of Virginia, as Amended, Discussion or Consideration of the Acquisition of Real Property for a Public Purpose, or of the Disposition of Publically Held Real Property, Where Discussion in an Open Meeting Would Adversely Affect the Bargaining Position or Negotiating Strategy of the Public Body.

1. Nomination to the Building Code Board of Appeals for a Five Year Term; Currently T. J. Flanary Whose Term Expires 1/17/2018.

To 1/17/2023

2. Appointment to the Norton Redevelopment & Housing Authority to fill the Unexpired Term of Margaret McAfee Whose Term Expires 1/28/2021.

To 1/28/2021

3. Nomination to the Board of Zoning Appeals; Currently Joe Buchanan Whose Terms Expires 6/2/2018.

To 6/2/2018

7. Comments by the City Manager, City Attorney, and City Council.
8. Adjournment.

The regularly scheduled meeting of the Norton City Council was held Tuesday, February 6, 2018, at 6:00 p.m., in the Municipal Council Chambers with Mayor William Mays presiding.

Present: Mark Caruso, Robert Fultz, Jr., William Mays, Joseph Fawbush, and Delores Belcher

Also Present: Fred L. Ramey, Jr., City Manager, and Bill Bradshaw, City Attorney

The invocation was given by Pastor Roger Sloce and was followed by the Pledge of Allegiance led by Police Chief James Lane.

Upon a motion by Councilman Fawbush, seconded by Councilman Fultz, and passed by unanimous vote, Council moved to adopt the minutes of the January 16, 2018, meeting as presented.

There was no response to the Mayor's Call for Visitors.

The next agenda item was recognition of 12 employees for their years of service to the city.

The City Manager said tonight's meeting is one of his favorite meetings each year and the city will be recognizing 12 employees with a combined total of 215 years of service to the community.

Those being honored were: Shane Potter, Stevie Couch, Suzanne Russell for 10 years of service; Leisa Brummitte, Greg Mays, Virginia Miller for 15 years of service; Sherry Smith for 20 years of service; Kim Bledsoe for 25 years of service; and Carlos Noaks for 35 years of service.

Mayor Mays, on behalf of Council, presented service pins to those employees in attendance and thanked them for their years of service to the city.

Receiving an award but not present were Mark Swindall for 15 years of service, Sam Pugh for 20 years of service, and David Rose for 25 years of service.

Following the pin presentation, a group photo was taken with council, and the employees were honored with applause.

The City then recognized retired Sergeant Ken Adams of the Norton Police Department. On behalf of fellow council members, Mayor Mays presented Mr. Adams with a plaque for 20 years of dedicated service as a police officer for the City of Norton. Mr. Adams was honored with applause and a photo was taken with council.

The City Manager advised that City Parks and Recreation Director Michele Knox was present to update council on the department's 2017 summer camps.

Ms. Knox, via a PowerPoint presentation, gave council an overview of the various summer camps held during 2017. She said eight camps were held throughout the summer with 231 campers participating. She noted this was an increase of 74 campers from 2016. She also pointed out that there was an activity scheduled week last year for area youth to engage in and some of the camps were sponsored by a health grant received from the

Virginia Department Health (VDH). Ms. Knox also said the school provided campers with free lunches each day and that camp instructors were excellent this year.

Council members shared their appreciation for Ms. Knox and the summer camps held by the Parks & Recreation Department, and Mayor Mays thanked her for the update on the 2017 summer camps.

Mr. Ramey said the 2018 Independence Day Fireworks Display on the agenda is a continuation from council's last meeting. He advised that Parks and Recreation Director Michele Knox and Fire Chief Todd Lagow have scheduled a meeting with fireworks personnel from the town of Big Stone Gap to discuss the requirements needed to become a certified fireworks shooter and to watch their fireworks display this year. Mr. Ramey said observing Big Stone Gap's certified shooter this year would give city administration time to better understand what is required to shoot our own fireworks display, and that we recommend moving forward with our fireworks vendor for this year's show to allow city staff time to prepare for next year's celebration.

Council agreed with the city manager's recommendation to hire a fireworks vendor for this year's 2018 Independence Day fireworks display, and to celebrate the Fourth of July holiday on Saturday, July 7, 2018.

Council had been presented in their packets with a Resolution in Support of Senate Bill 780 and House Bill 1555 being introduced by Senator Ben Chafin, Jr., and Delegate Todd Pillion regarding efforts to develop a revenue sharing agreement between localities in the Virginia Coalfield Economic Development Authority (VCEDA) region as it relates to the potential construction of a Hydroelectric Pumped Storage Facility in Southwest Virginia.

Mr. Ramey said localities have been encouraged to work together on a revenue sharing agreement so the entire region can benefit from the anticipated funds that are expected to be generated as a result of building a Hydroelectric Pumped Storage Facility in Southwest Virginia. He said the city is being asked to support the legislation by adopting a resolution in support of the two bills.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved to adopt A Resolution in Support of Senate Bill 780 and House Bill 1555 being introduced by Senator Chafin and Delegate Pillion.
(Insert)

Council was presented a Resolution in Support of the Request to the Virginia Tourism Corporation (VTC) for the city to become a Destination Marketing Organization.

Mr. Ramey said the city has made significant investments in tourism the past couple of years and he believes this designation would allow for more funding opportunities and open a direct line of communication to VTC.

Upon a motion by Councilman Fultz, seconded by Councilman Caruso, and passed by unanimous vote, Council moved to adopt A Resolution in Support of the Request to the Virginia Tourism Corporation for the city to become a Destination Marketing Organization. (Insert)

Council had been given a copy of a Resolution Authorizing an Application to Become an Affiliate Community of the Virginia Main Street Program.

Mr. Ramey said the Virginia Department of Housing and Community Development (VDHCD) manages the Main Street Program and by becoming an affiliate member the city would have access to training which is designed to help localities improve the downtown area. He said he believes the affiliation with the Main Street Program would be beneficial to the city as it moves forward with downtown revitalization in the next few months. He noted the only cost associated with the program is the expense to attend meetings across the state.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fawbush, and passed by unanimous vote, Council moved to adopt A Resolution Authorizing an Application to Become an Affiliate Community of the Virginia Main Street Program. (Insert)

At this time, Mayor Mays said he would like to recognize city employee Sam Pugh who just arrived at the meeting.

Mayor Mays presented Mr. Pugh with a service pin recognizing his 20 years of service to the citizens of Norton.

Mr. Pugh's service was acknowledged with applause and Mayor Mays thanked him for his service.

Council had one transfer to confirm. The transfer was to Norton City Schools, dated December 19, 2017, in the amount of \$100,000 to cover December 2017 payroll expenditures.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to confirm the transfer to Norton City Schools as stated above.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by unanimous roll call vote, Council moved to go into closed meeting to discuss personnel as per Section 2.2-3711 (A) (1) of the Code of Virginia, as amended.

Mayor Mays declared Council in closed meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by unanimous vote, Council moved to go back into open meeting.

Mayor Mays declared Council back in open meeting.

The Clerk polled each member of Council as to the Certification of Closed Meeting with each answering yes. The Clerk then read a Resolution of the Certification of Closed Meeting.

Upon a motion by Councilman Caruso, seconded by Councilman Fawbush, and passed by the following unanimous roll call vote: YES – Caruso, Fultz, Fawbush, Belcher, Mays, NO – None, ABSENT – None, Council moved to adopt A Resolution of the Certification of Closed Meeting. (Insert)

Mayor Mays opened the floor for nominations to the Norton Redevelopment and Housing Authority for a four-year term to expire on January 28, 2022.

Councilman Caruso nominated Roger Sloce to be reappointed to the Norton Redevelopment and Housing Authority for a four-year term to expire on January 28, 2022.

Upon a motion by Councilman Fawbush, seconded by Councilman Fultz, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Roger Sloce reappointed to the Norton Redevelopment and Housing Authority for a four-year term to expire on January 28, 2022.

Mayor Mays opened the floor for nominations to the Department of Social Services Advisory Board for a four-year term to expire on January 28, 2022.

Councilman Fawbush nominated Frank Gravely to be reappointed to the Department of Social Services Advisory Board for a four-year term to expire on January 28, 2022.

Upon a motion by Councilman Caruso, seconded by Councilwoman Belcher, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Frank Gravely reappointed to the Department of Social Services Advisory Board for a four-year term to expire on January 28, 2022.

Mayor Mays opened the floor for nominations to the Highway Safety Committee for a two-year term to expire on January 31, 2020.

Councilwoman Belcher nominated James Lane, Frank Gravely, and David Daniels to be reappointed and Mark Conner to be appointed to the Highway Safety Committee for a two-year term to expire on January 31, 2020.

Upon a motion by Councilman Fultz, seconded by Councilman Caruso, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared James Lane, Frank Gravely, and David Daniels reappointed and Mark Conner appointed to the Highway Safety Committee for a two-year term to expire on January 31, 2020.

Mayor Mays opened the floor for nominations of a parent representative to the City of Norton Community and Policy and Management Board to fill the unexpired term of Donna Owens to expire on July 1, 2020.

Councilman Caruso nominated Tiffany Taylor to be appointed as the parent representative to the City of Norton Community and Policy and Management Board to fill the unexpired term of Donna Owens to expire on July 1, 2020.

Upon a motion by Councilwoman Belcher, seconded by Councilman Fawbush, and passed by unanimous vote, Council moved that the nominations cease.

Mayor Mays declared Tiffany Taylor appointed as the parent representative to the City of Norton Community and Policy and Management Board to expire on July 1, 2020.

There were no comments from the city manager.

In comments from the City Attorney, Mr. Bradshaw advised the following:

The Workman property on Highland Avenue was auctioned and the sale of the property covered the delinquent real estate taxes and most of the expenses incurred by the tax sale.

In comments from Council:

Councilman Caruso had no comments.

Councilman Fultz said he enjoyed talking to elected representatives about issues that impacting our area at the Legislative Reception held in Richmond last month.

He stated Chloe Ingle, a sixth-grade student at Norton Elementary and Middle School, participated in Cross Country this school year and is the district middle school champion. He noted Miss Ingle’s success is a result of the Get Fit Program offered at the school last year and it was the Get Fit Program that gave her an opportunity to experience running.

Councilwoman Belcher commented that the longevity of the years of service represented at tonight’s meeting indicated that the city is a good place to work.

She said the summer camps offered by the city need to continue and council needs to find the monies to fund the programs or try to obtain grants, donations or find sponsors for the summer camps. She asked the city manager for an informational flyer on the camps.

Councilman Fawbush congratulated the town of St. Paul on the Western Front Hotel that will be opening on Monday, February 12, 2018.

Mayor Mays had no comments.

There being no further business to come before Council, the meeting adjourned.

CITY OF NORTON, VIRGINIA

William Mays, Mayor

ATTEST:

Clerk of Council

New Designation Program Will Recognize Community Efforts to Promote Solar Energy Adoption



What is SolSmart?

SolSmart is a **new community designation program** designed to recognize more than 300 communities that have taken steps to make it easier for businesses and residents to go solar. Communities pursuing the SolSmart designation will be eligible for **no-cost technical assistance** from a team of national solar experts.

The SolSmart program aims to **reduce solar “soft costs,”** the non-hardware costs of going solar like **permitting, financing, and installation.** These costs are passed on to solar customers and can increase the time and money it takes to install a solar energy system.

The SolSmart designation program will provide **high-profile, national recognition** for communities that have made it cheaper and easier for solar customers to invest in solar energy. In addition, achieving designation will let solar companies know that a community is “open for business,” attracting new solar businesses and helping SolSmart communities share the economic development benefits attached to the solar industry.

Who can participate?

Any city or county government in the United States can apply for designation and receive no-cost technical assistance. The SolSmart program is already working with communities in over 20 states and looks forward to working with cities and counties in all 50 states and D.C.



Why participate?

Stakeholder Benefits

- Reducing soft costs can **increase return on investment for solar customers.** Complex or poorly-defined local government policies and processes can add up to \$2,500 to the cost of going solar.
- Eliminating red tape and making approval processes more efficient can **save local governments time and money,** helping communities better manage constrained budgets and limited taxpayer resources.
- Improving local processes and policies for going solar can **improve business prospects for solar companies.** More than one-third of solar installation companies say they avoid serving communities because of permitting difficulties.

Community Benefits

- **National recognition** on the SolSmart website, media campaign mentions, and other means.
- An **opportunity to receive awards** for exceeding basic program requirements and further distinguishing your community from its peers.
- The opportunity to host a SolSmart Advisor, a **fully-funded temporary staff** assigned to between 30-40 communities for up to six months.

Apply Now at www.solsmart.org

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New Designation Program Will Recognize Community Efforts to Promote Solar Energy Adoption



How can my community participate?

Any city or county, regardless of previous experience with solar energy, can apply for SolSmart designation. Once a community completes an intake form at www.solsmart.org, our team will review it to determine whether the community meets the criteria requirements for designation. Communities have the opportunity to receive one of three designation levels - Bronze, Silver, or Gold. Communities that do not meet the criteria for a Bronze designation, or those receiving Bronze or Silver, have the opportunity to receive no-cost technical assistance.



SolSmart Advisors

Communities pursuing SolSmart designation have the opportunity to apply to host a SolSmart Advisor. SolSmart Advisors are **program-funded and trained staff that will work in a community or region for engagements lasting up to six months**. Advisors will evaluate local solar policies, procedures, and programs to develop action plans and apply proven best practices. Through these efforts, Advisors will assist communities in addressing soft costs and achieving SolSmart designation.

Interested communities need to apply to host a SolSmart Advisor. There will be a competitive selection process based on level of need, potential impact, project feasibility, long-term opportunities for Advisors, Early Adopter status, and a commitment to pursue designation. Communities have **two application periods - Spring 2016 and Summer 2017** - to apply for a SolSmart Advisor.

About SolSmart

SolSmart is funded by the U.S. Department of Energy SunShot Initiative. A coalition of partner organizations are working together on SolSmart to offer a diverse array of expertise to communities to meet their needs. Team members have extensive experience and familiarity working with municipalities, solar installers, homebuilders, and more.

Designation Program:

- International City/County Management Association (Lead), National Civic League, Home Innovation Research Labs, Meister Consultants Group, The Solar Foundation

Technical Assistance:

- The Solar Foundation (Lead), National Renewable Energy Laboratory, Meister Consultants Group, National League of Cities, National Association of Counties, Solar Energy Industries Association, Electric Power Research Institute, Regulatory Assistance Project, Brooks Engineering



Apply Now at www.solsmart.org

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RESOLUTION

WHEREAS, the Department of Energy's SolSmart program provides recognition and no-cost technical assistance to help local governments reduce barriers to solar energy growth; and

WHEREAS, by encouraging solar energy development at the local level, SolSmart helps local governments bring new businesses to their community, promote economic growth, and foster the creation of new jobs; and

WHEREAS, SolSmart is funded by the U.S. Department of Energy Sunshot Initiative and supports its goal of making it faster, cheaper, and easier to go solar; and

WHEREAS, attaining regional SolSmart designation for Southwest Virginia coalfield counties is a goal of the Solar Workgroup, an initiative that formed through the Southwest Virginia Economic Forum hosted at UVa-Wise; and

WHEREAS, no-cost technical assistance through the Department of Energy, National Association of Counties, Appalachian Voices and other Solar Workgroup members is available to the City to navigate the designation process; and

WHEREAS, developing solar capacity in our county will support the development of Information Technology based industries.

NOW, THEREFORE, LET IT BE RESOLVED that the City Council of the City of Norton, Virginia does hereby support and approves of the City of Norton initiating the SolSmart application process with technical assistance from National Association of Counties and Appalachian Voices.

Adopted this 20th Day of February 2018.

City of Norton

ATTEST:

William J. Mays, Mayor

Clerk of Council

SOLSMART APPLICATION



There are three levels of SolSmart designation for communities – below are the requirements for each:

BRONZE:

- Provide a Solar Statement outlining your community's solar goals, and commit to tracking key metrics such as number and capacity of installed Photovoltaic (PV) systems.
- Fulfill required actions in both of the Foundational Categories:
 - Permitting
 - Planning, Zoning, and Development Regulations
- Earn at least 20 points in each of the two Foundational Categories (above).
- Earn a total of 20 points from actions across the six Special Focus Categories: Inspection; Construction Codes; Solar Rights; Utility Engagement; Community Engagement; and Market Development and Finance.

Note: Actions in any of the Special Focus Categories count toward the 20-point target.

- *Note: Early Adopter communities will receive 10 extra points applied toward a category of their choice.*

SILVER:

- Fulfill the requirements to become a SolSmart Bronze Community.
- Complete the two Silver-required actions in the Planning, Zoning, and Development Regulations and Inspection categories.
- Earn 100 points overall from actions taken in any combination of categories.

GOLD:

- Fulfill the requirements to become a SolSmart Silver Community.
- Complete the Gold-required action in Permitting.
- Earn 200 points overall from actions taken in any combination of categories.

SPECIAL AWARDS:

- Communities that earn 60% of the points in a given category are eligible for special recognition.

Community Data

Community applying:

State:

Community website:

Population:

Other solar awards/recognition earned by community:

kW of installed solar or number of installations:

Contact Information

Local contact:

Contact title:

Organization:

Department:

Contact email:

Contact phone:

- I am authorized to apply for and seek recognition for my community.
- I understand that community data submitted through this application will be shared online.

STEP 1: SOLAR STATEMENT

PR-1: Solar Statement – Required for Designation

Our Solar Statement: *(Cut and paste your Solar Statement in the box below)*

Communities interested in pursuing SolSmart designation must indicate their commitment to supporting solar development in their community. These letters should include:

- *A commitment to participate in the SolSmart designation process*
- *A statement of solar goals, areas of focus or community priorities (e.g. Encouraging solar PV development on vacant lots or supporting non-profit led initiatives)*
- *Past achievements or programs related to solar PV and/or renewable energy*
- *Commitment to tracking metrics related to solar PV and/or provide benchmark of available solar metrics (i.e. number of installed municipal systems or growth in residential installations)*
- *A commitment of staff time and resources to improve the local environment for solar PV*

*These letters do not need to be more than a page in length. Examples are included below from communities that participated in SolSmart's Early Adopter program. The SolSmart team can assist communities in prioritizing and establishing goals.
Resources and Examples: [Burlington, Vermont](#), and [Brownsville, Texas](#)*

Documentation: *(Please share a link to a public webpage where your Solar Statement is displayed or attach it as a document.)*

STEP 2: FOUNDATIONAL CATEGORIES: PERMITTING AND PLANNING, ZONING AND DEVELOPMENT

To earn SolSmart Bronze designation, communities must:

- Complete the required actions in both Foundational Categories – i.e., Permitting and Planning, Zoning and Development Regulations.
- Earn at least 20 points in each of the Foundational Categories.

Permitting

Action	Points	We've done this!	Documentation
P-1: Create and make available an online checklist detailing the steps of your community's solar PV permitting process (Required).	Req'd	<input type="checkbox"/>	Share link:
P-2: Provide a streamlined permitting pathway for small solar PV systems with turn-around time of no more than 3 days (Required for Gold).	20 Req'd for Gold	<input type="checkbox"/>	Share link:
P-3: Distinguish between systems qualifying for streamlined or standard review.	5	<input type="checkbox"/>	Share link:
P-4: Require no more than one application form for a residential rooftop solar PV project.	5	<input type="checkbox"/>	Share link:
P-5a: Conduct a review of solar permit fees for residential and commercial solar PV.	5	<input type="checkbox"/>	Share link:
 Earn additional points: P-5b: Revise or demonstrate that permit fees reflect national best practices (e.g. \$400 or less for residential, and based on cost-recovery for commercial).	5	<input type="checkbox"/>	Share link:
P-6: Review permitting process for efficiency improvements and reduce processing time to 10 days or fewer.	10	<input type="checkbox"/>	Share link:
P-7: Adopt a standard solar PV permit form aligned with best practices (e.g. Solar ABCs).	10	<input type="checkbox"/>	Share link:
P-8: Train permitting staff on best practices for permitting solar PV and/or solar and storage systems. Training must have occurred within the past five years.	10	<input type="checkbox"/>	Share link:
P-9: Train fire and safety staff on solar PV. Training must have occurred within the past five years.	10	<input type="checkbox"/>	Share link:
P-10: Develop a regular communication schedule to solicit recommendations from the solar installer community regarding procedural changes.	10	<input type="checkbox"/>	Share link:
P-11: Offer an online process for permitting submission and approval.	20	<input type="checkbox"/>	Share link:
P-12: Make permit data open and accessible to other departments.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Planning, Zoning and Development Regulations

Action	Points	We've done this!	Documentation
<p>PZD-1a: Review zoning requirements and identify restrictions that intentionally or unintentionally prohibit solar PV development. Compile findings in a memo. (Required).</p> <p>Examples of restrictions to look for include, but are not limited to, height restrictions, set-back requirements, requiring a conditional use permit, and aesthetic requirements.</p>	Req'd	<input type="checkbox"/>	Share link:
<p> Earn additional points: PZD-1b: Formally present PZD-1a memo findings to planning commission, or relevant zoning body.</p>	5	<input type="checkbox"/>	Share link:
<p> Earn additional points: PZD-1c: Draft proposed language for changes to zoning code based on PZD-1a memo. Involve planners and/or local zoning experts in the creation of the draft language.</p>	5	<input type="checkbox"/>	Share link:
<p>PZD-2: Allow accessory use solar PV by right in all major zones. (Required for Silver and Gold).</p>	20 Req'd for Silver and Gold	<input type="checkbox"/>	Share link:
<p>PZD-3a: Review existing planning documents and identify new opportunities (not already included) to integrate solar PV into planning goals.</p>	5	<input type="checkbox"/>	Share link:
<p> Earn additional points: PZD-3b: In consultation with planners and other staff, provide draft language on solar PV, which will be proposed for inclusion in existing or future plans. Provide a timeline for when the language will be considered for incorporation into plan.</p>	5	<input type="checkbox"/>	Share link:
<p>PZD-4: Provide clear guidance for solar PV in historic and special-use districts.</p>	10	<input type="checkbox"/>	Share link:
<p>PZD-5: Integrate solar PV and/or shared solar into relevant local plans (e.g. energy plan, climate plan, comprehensive plan), including quantifiable metrics or specific actions.</p>	10	<input type="checkbox"/>	Share link:
<p>PZD-6: Include considerations for active and passive solar in development regulations (e.g. providing guidance for orientation of structures in subdivision regulations).</p>	10	<input type="checkbox"/>	Share link:
<p>PZD-7: Provide development incentives for solar PV within the subdivision or zoning process, or as part of other development incentives (e.g., density or height bonuses and other incentives for buildings that plan to install solar PV).</p>	20	<input type="checkbox"/>	Share link:
<p>PZD-8: Encourage or incentivize solar PV development on parking lots, vacant lots, landfills, buffer lands around uses with nuisances (e.g. refineries, wastewater plants), brownfields or formerly contaminated lands, airport safety zones (with FAA approval), and non-building structures.</p>	20	<input type="checkbox"/>	Share link:
<p>PZD-9: Train planning staff on best practices in planning and zoning for solar PV. Training must have occurred within the past five years.</p>	10	<input type="checkbox"/>	Share link:

Planning, Zoning and Development Regulations Cont.

Action	Points	We've done this!	Documentation
PZD-10: Ensure that the zoning ordinance...			
 PZD-10a ...Clarifies regulations for small ground-mounted solar PV.	5	<input type="checkbox"/>	Share link:
 PZD-10b ...Establishes a clear regulatory pathway for primary use solar PV (for example through a special use permit or through inclusion among allowed conditional uses).	5	<input type="checkbox"/>	Share link:
 PZD-10c ...Exempts rooftop solar PV from certain restrictions on accessory uses (e.g. height limits, rooftop equipment screening requirements, or other restrictions).	5	<input type="checkbox"/>	Share link:
 PZD-10d ...Exempts small ground-mounted solar PV from certain restrictions on accessory uses (e.g. setbacks, coverage or impervious surface calculations, or other restrictions).	5	<input type="checkbox"/>	Share link:
PZD-11: Create and provide online a handout for developers that provides an overview of what development regulations allow under which conditions (e.g. types and sizes of solar PV arrays permitted, the processes required, and other relevant information, such as design standards and policy outside of the zoning language).	5	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

STEP 3: SPECIAL FOCUS CATEGORIES

To earn SolSmart Bronze designation, communities must:

- Earn 20 points (total) from actions taken across the 6 Special Focus Categories: Inspection; Construction Codes; Solar Rights; Utility Engagement; Community Engagement; or Market Development and Finance. Any action in any Special Focus Category counts toward the goal of earning 20 points.

Special Focus: Inspection

Action	Points	We've done this!	Documentation
I-1: Provide cross-training of inspection and permitting staff on solar PV via in-person or online resources. Training must have occurred within the past five years. (Required for Silver and Gold).	20 Req'd for Silver and Gold	<input type="checkbox"/>	Share link:
I-2: Require no more than two inspections for accessory-use solar PV.	10	<input type="checkbox"/>	Share link:
I-3: Offer inspection appointment times in lieu of appointment windows.	10	<input type="checkbox"/>	Share link:
I-4: Make inspection requirements for solar PV available online.	10	<input type="checkbox"/>	Share link:
I-5: Have a fixed time frame between inspection requests and scheduling of inspections of no more than 10 days.	10	<input type="checkbox"/>	Share link:
I-6: Provide an online process for scheduling and responding to inspection requests.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Special Focus: Construction Codes

Action	Points	We've done this!	Documentation
CC-1a: Develop and provide Solar Ready Construction Guidelines for developers to enable lower cost installation of future solar PV installations on buildings within the permitting office and online.	10	<input type="checkbox"/>	Share link:
 Earn additional points: CC-1b: Include guidance for solar PV on parking lots and other types of non-traditional structures.	10	<input type="checkbox"/>	Share link:
CC-2: Require or incentivize new construction to be solar ready to complete future installations at lower cost.	10	<input type="checkbox"/>	Share link:
CC-3: Offer design guidelines for solar PV aligned with National Electrical Code and fire code.	20	<input type="checkbox"/>	Share link:
CC-4: Adopt the most recent codes from the International Code Council. Appendix U from the 2015 IRC regarding solar ready construction must be adopted to receive credit.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Special Focus: Solar Rights

Action	Points	We've done this!	Documentation
SR-1: Conduct review of state policies related to protecting rights of property owners to install solar and solar system owners' right to sunlight on their property. Make this information available to residents.	5	<input type="checkbox"/>	Share link:
SR-2: Provide consumer protection resources on solar PV which help consumers make informed solar PV purchasing decisions.	5	<input type="checkbox"/>	Share link:
SR-3: Develop local process to enable solar rights through a solar access ordinance.	10	<input type="checkbox"/>	Share link:
SR-4: Offer procedure for recording solar easements for property owners.	10	<input type="checkbox"/>	Share link:
SR-5a: Engage homeowners and neighborhood associations and discourage unnecessarily restrictive requirements for solar PV through meetings with leadership.	10	<input type="checkbox"/>	Share link:
 Earn additional points: SR-5b: Encourage subdivisions to consider shared solar allowances.	5	<input type="checkbox"/>	Share link:
 Earn additional points: SR-5c: Work with homeowners associations to develop appropriate guideline documents for solar PV.	5	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Special Focus: Utility Engagement

Action	Points	We've done this!	Documentation
U-1: Review best practices for integrating interconnection with electrical inspections and share best practices with staff.	5	<input type="checkbox"/>	Share link:
U-2: Discuss community or shared solar PV programs with the local utility.	10	<input type="checkbox"/>	Share link:
U-3a: Engage and communicate with the utility on community goals for solar PV, net metering, and interconnection processes.	10	<input type="checkbox"/>	Share link:
 Earn additional points: U-3b: Coordinate with regional organizations or other local governments to engage utilities.	5	<input type="checkbox"/>	Share link:
U-4: Coordinate utility and city inspections for solar PV, reducing the total number of inspections needed.	20	<input type="checkbox"/>	Share link:
U-5: Launch and support a utility-provided community solar program.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Special Focus: Community Engagement

Action	Points	We've done this!	Documentation
CE-1: Convene an active energy task force or solar working group that meets at least three times per year.	10	<input type="checkbox"/>	Share link:
CE-2: Create a solar landing page on local government's website with information on the community's solar goals and local resources for solar development.	10	<input type="checkbox"/>	Share link:
CE-3: Encourage solar PV on non-profit or community facilities through fee waivers, technical assistance, or other support.	10	<input type="checkbox"/>	Share link:
CE-4a: Support or host a community-group purchase program (e.g., Solarize).	20	<input type="checkbox"/>	Share link:
 Earn additional points: CE-4b: Design program or create financing support options to encourage low-to-moderate income participation in community solar initiatives.	10	<input type="checkbox"/>	Share link:
CE-5a: Host a solar workshop open to the general public and/or local government staff explaining solar PV opportunities and policies.	5	<input type="checkbox"/>	Share link:
CE-5b: Create and distribute educational materials at relevant community events and through local government channels.	5	<input type="checkbox"/>	Share link:
CE-5c: Establish partnerships with local non-profits or organizations on solar PV with multi-year goal or planned initiatives.	5	<input type="checkbox"/>	Share link:
CE-5d: Publicly encourage community solar projects or solar PV projects on community facilities.	5	<input type="checkbox"/>	Share link:
CE-5e: Engage the community in robust, ongoing discussion around climate, energy, or sustainability plans.	5	<input type="checkbox"/>	Share link:
CE-6: Create and publish job training and placement opportunities for solar in coordination with local community colleges.	20	<input type="checkbox"/>	Share link:
CE-7: Conduct feasibility analysis for solar PV on brownfields, landfills, formerly contaminated lands and/or other under-utilized properties.	10	<input type="checkbox"/>	Share link:
CE-8: Install or lease land for solar PV development on brownfields, landfills, formerly contaminated lands and/or other under-utilized properties.	20	<input type="checkbox"/>	Share link:
CE-9: Engage with regional organizations on advancing solar PV policies in the region including, but not limited to, unified permitting processes and group procurement opportunities.	20	<input type="checkbox"/>	Share link:
CE-10: Demonstrate activity in state-level conversations regarding solar PV.	20	<input type="checkbox"/>	Share link:
CE-11: Create and/or share an interactive solar map for your community.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

Special Focus: Market Development and Finance

Action	Points	We've done this!	Documentation
MDF-1: Provide resources on active solar installers and/or local incentives for solar PV.	5	<input type="checkbox"/>	Share link:
MDF-2: Make solar PV metrics publicly available.	5	<input type="checkbox"/>	Share link:
MDF-3: Provide information to consumers about different solar PV financing options, including commercial options, such as Property Assessed Clean Energy (PACE) financing.	5	<input type="checkbox"/>	Share link:
MDF-4: Conduct feasibility analysis for solar PV installations on public facilities.	10	<input type="checkbox"/>	Share link:
MDF-5: Install solar PV on local facilities.	20	<input type="checkbox"/>	Share link:
MDF-6a: If applicable, provide PACE financing in your community.	10	<input type="checkbox"/>	Share link:
 Earn additional points: MDF-6b: Demonstrate that PACE financing has been used to finance solar PV in your community.	10	<input type="checkbox"/>	Share link:
MDF-7: Provide local incentives (i.e. permit fee waivers or rebates) or locally-enabled finance (e.g., a revolving loan fund) for solar PV.	20	<input type="checkbox"/>	Share link:
MDF-8: Engage local banks, credit unions, foundations and/or community funds about lending for solar PV projects through in-person meetings, discussions, and/or workshops.	20	<input type="checkbox"/>	Share link:
MDF-9: Demonstrate that the community's installed per capita capacity is above top 20% of states (>99 watts/person).	20	<input type="checkbox"/>	Share link:
MDF-10: Integrate solar PV with other distributed or emerging technologies such as storage, combined heat and power systems or electric vehicles in at least one installed or proposed project.	20	<input type="checkbox"/>	Share link:
MDF-11: Develop feasibility analysis or planning for resilient solar technologies for critical facilities and emergency planning such as solar and storage.	20	<input type="checkbox"/>	Share link:
Total Points: Add up the total number of points you believe you have achieved in this category.			

INNOVATIVE ACTIONS

The actions identified in the categories above represent many of the most common and impactful efforts communities are taking to reduce soft costs and make going solar easier and more affordable for residents. However, we know that communities across the country are developing innovative ways to help reduce soft costs. If your community has taken action to reduce soft costs that wasn't captured in the above application, please share it with us in the table below. Innovative actions will be reviewed by a team of solar experts and each action may be worth up to 20 points.

Innovative Actions

Category	Action(s)	Documentation
Permitting		Share link:
Planning, Zoning and Development Regulations		Share link:
Inspection		Share link:
Construction Codes		Share link:
Solar Rights		Share link:
Utility Engagement		Share link:
Community Engagement		Share link:
Market Development and Finance		Share link:

Designation Checklist

Step
Completed

STEP 1: SOLAR STATEMENT

Solar Statement	Statement Submitted	<input type="checkbox"/>
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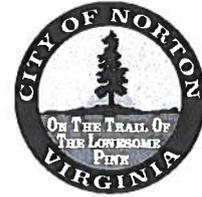
STEP 2: FOUNDATIONAL CATEGORIES

Permitting	Required Action(s)	Points: 20+ required for Bronze	<input type="checkbox"/>
Planning, Zoning, & Development Regulations	Required Action(s)	Points: 20+ required for Bronze	<input type="checkbox"/>

STEP 3: SPECIAL FOCUS CATEGORY POINTS

Inspection	Points:	<input type="checkbox"/>
Construction Codes	Points:	<input type="checkbox"/>
Solar Rights	Points:	<input type="checkbox"/>
Utility Engagement	Points:	<input type="checkbox"/>
Community Engagement	Points:	<input type="checkbox"/>
Market Development and Finance	Points:	<input type="checkbox"/>
Special Focus Points Must be 20 or greater for Bronze		0
TOTAL POINTS including foundational Must be at least 100 for Silver and 200 for Gold		0

City of Norton



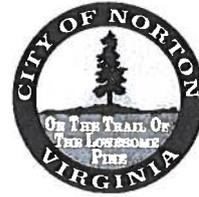
Inter-Office Memo

To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: February 16, 2018
Re: 2018 Calendar of Events & Activities

The City's Parks and Recreation Director, Michele Knox and Special Projects Coordinator Katie Dunn, will be at the City Council meeting to provide a Calendar of Events/Activities Planned for 2018.

Thank You.

City of Norton



Inter-Office Memo

To: Mayor and City Council
From: Fred L. Ramey, Jr., City Manager *FR*
CC:
Date: February 16, 2018
Re: Overview of New Webpage Design

The City Administration would to share an overview of the new webpage design for the City's webpage.

Thank You.

DECLARATION OF EMERGENCY

WHEREAS, the Director of Emergency Management of the City of Norton does hereby find:

1. That the City of Norton faced Widespread Heavy Rain Showers from February 9th – February 11th; and
2. That due to in excess of 4” of rainfall over several days caused conditions of potential peril to life and property and that these conditions necessitated the proclamation of the existence of a local emergency on Sunday, February 11th;

NOW THEREFORE, IT IS HEREBY PROCLAIMED that an emergency did exist throughout the City of Norton; and

IT IS FURTHER PROCLAIMED AND ORDERED that during the existence of said emergency, the powers, functions, and duties of the Emergency Management Organization of the City of Norton shall be/were those prescribed by State Law and the Ordinances, Resolutions, and approved plans of the City of Norton in order to mitigate the effects of said emergency.

ADOPTED this 20th day of February, 2018.

CITY OF NORTON, VIRGINIA

William J. Mays, Mayor

ATTEST:

Clerk

SCHOOL BOARD

Sherry Adams, Chairperson
Mark Leonard, Vice-Chairperson
Carol Caruso
April Fletcher
Joseph Stallard



DIVISION SUPERINTENDENT
Dr. Gina J. Wohlford
gwohlford@nortoncityschools.org
Phone 276.679.2330
Fax 276.679.4315

TO: Jeff Shupe
FROM: Jacqueline Brooke
SUBJECT: Request for Funds

DATE: January 30, 2018

Norton City Schools requests a deposit of City Funds in the amount of \$150,000 to cover January 2018 payroll expenditures.

Thank you!