

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
January 7, 2013
7:30 p.m.
Council Chambers

1. Work Session Items for Discussion

- a. FY 2012 Auditor's Report (*Tab 31*)(45 min)
- b. FY 2012 Year End Financial Report (*Tab 31*)
- c. Crescent Design Zoning District Discussion (*Tabs 25-29*)(60 min)
- d. Legislative Updates (*material to be presented Monday*)(30 min)
- e. Youth Job Fair (*Tab 32*)(15 min)
- f. Initiating an Amendment to the Zoning Ordinance – Uses permitted in Neighborhood Retail Convenience Centers (*Tab 07*)(20 min)

2. Information Items

- a. Tax Bill Follow-up (*Tab 33*)

3. Additions to Future Council Meetings (*Tab A*)

- a. Newtown Memorial Tree Planting

4. Closed Session

- a. None.

4. Council Invitations

January 3 – Town Council Swearing In Ceremony, 6 p.m., Ida Lee Recreation Ctr

January 15 – Tuscarora Creek Flood Mitigation meeting with Virginia Knolls

Community Association, 7-9 p.m., Ida Lee Recreation Center Lower Level

January 25 – EAC Green Bag Energy Forum Breakfast, 8-9:30 a.m., Mason

Enterprise Center (202 Church Street, SE)

January 30 – FOIA/COIA Training, 6 p.m., Council Chambers

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Meeting
January 8, 2013
7:30 p.m.
Council Chambers

1. CALL TO ORDER
2. INVOCATION: Vice Mayor Wright
3. SALUTE TO THE FLAG: Council Member Burk
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Work Session Minutes of December 10, 2012
 - b. Regular Session Minutes of December 11, 2012
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Certificates of Appreciation for Outgoing Boards and Commission Members
 - i. Kevin Sheldon
 - ii. Sandy Kane
 - iii. Betsy Mayr
 - iv. Stephen DeAngioletti
 - v. Sandra Smallwood
 - b. Certificate of Appreciation for Nancy Fixx, Retiree
 - c. Certificate of Recognition – FCI Federal
 - d. Certificate of Appreciation – Optimists Club
 - e. Certificate of Appreciation – Lend a Hand Foundation
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Requesting VDOT Accept Certain Streets (*Tab 01*)

RESOLUTION

Requesting the Virginia Department of Transportation (VDOT) to Accept Certain Streets

- b. Turn Lane at Sycolin Road/Tavistock Drive Construction Contract Award (Tab 02)

RESOLUTION

Awarding the Construction Contract for the Turn Lane at Sycolin Road and Tavistock Drive Intersection Improvements Project to General Excavation Inc. in the amount of \$899,523.50

- c. Water Pollution Control Facility Clarifier Repair Contract Award (Tab 03)

RESOLUTION

Awarding a Contract to Refurbish Sludge Collector Equipment for the Water Pollution Control Facility in the Amount of \$107,300.00 to Amwell, Inc.

- d. Initiating an Amendment to the Town Code regarding Council Compensation (Tab 04)

RESOLUTION

Initiating Amendment to the Town Code, Part Two Section 2-197 Compensation for Elected Officials and Appointees to Boards and Commissions

- e. Supplemental Appropriation from a Donation from the Optimist Club to the Community Outreach Program (Tab 05)

RESOLUTION

Approving a Supplemental Appropriation from a Donation of \$250 from the Optimist Club of Leesburg to the Community Outreach Program

- f. Supplemental Appropriation from Jingle Jam Proceeds (Tab 06)

RESOLUTION

Approving a Supplemental Appropriation of \$6,611 Resulting from the Proceeds of the 2012 Jingle Jam Concerts

- g. Initiating Amendments to the Leesburg Zoning Ordinance regarding Uses Permitted in Neighborhood Retail Convenience Centers (Tab 07)

RESOLUTION

Initiating Amendments to Article 8, Article 9, and Article 18 of the Leesburg Zoning Ordinance to Revise as Part of a Neighborhood Retail Convenience Center within a PRN – Planned Residential Neighborhood District

- h. Loudoun Water Lease Agreement for Automated Metering Infrastructure Antenna on Carr Tank II (Tab 30)

RESOLUTION

Authorizing Loudoun Water's Request for Lease Agreement to Install an Automated Metering Infrastructure Antenna on Carr Tank II

10. PUBLIC HEARINGS

- a. Town Manager's Public Hearing Regarding Permit Parking for Cornwall Street (Tab 08)(20 min)
- b. Rezoning TLZM 2011-0004 Potomac Station Proffer Amendment (Tab 09)(30 min)

ORDINANCE

Approving Concept Plan and Proffer Amendment TLZM 2011-0004, Potomac Station Parcel B, By Amending ZM-154 to Delay the Closing of Battlefield Parkway Median Break, Memorialize the Density Restrictions as Established by ZM-154, and Create a Single Set of Proffers Applicable to Applicant's Property (Parcel B)

11. RESOLUTIONS AND MOTIONS

- a. Appointing a Vice-Mayor (Tab 10)(5 min)

RESOLUTION

Appointing a Vice-Mayor

- b. Making Appointments and Re-Appointments to Boards and Commissions (15 min)

- i. Airport Commission (Tab 11)

RESOLUTION

Making Re-Appointments to the Airport Commission

- ii. Thomas Balch Library Commission (Tab 12)

RESOLUTION

Making Re-Appointments to the Thomas Balch Library Commission

- iii. Commission on Public Art (Tab 13)

RESOLUTION

Making Re-Appointments to the Commission on Public Art

- iv. Board of Architectural Review (Tab 14)

RESOLUTION

Making Appointments and Re-Appointments to the Board of Architectural Review

- v. Economic Development Commission (Tab 15)

RESOLUTION

Making Appointments and Re-Appointments to the Economic Development Commission

- vi. Environmental Advisory Commission (Tab 16)

RESOLUTION

Making Re-Appointments to the Environmental Advisory Commission

- vii. Parks and Recreation Commission (Tab 17)

RESOLUTION

Making Appointments and Re-Appointments to the Parks and Recreation Commission

- ix. Planning Commission (Tab 18)

RESOLUTION

Making Appointments and Re-Appointments to the Planning Commission

- x. Technology and Communication Commission (Tab 19)

RESOLUTION

Making Appointments and Re-Appointments to the Technology and Communication Commission

- xi. Tree Commission (Tab 20)

RESOLUTION

Making Appointments and Re-Appointments to the Tree Commission

- xii. Standing Residential Traffic Committee (Tab 21)

RESOLUTION

Making Re-Appointments to the Standing Residential Traffic Committee

- ixv. Utility Rate Advisory Committee (Tab 22)

RESOLUTION

Making Appointments and Re-Appointments to the Utility Rate Advisory Committee

- c. Making Councilmanic Appointments (Tab 23)(15 min)

RESOLUTION

Making Councilmanic Appointments

- d. Loudoun Community Health Center Signage (Tab 24)(10 min)

RESOLUTION

Authorizing the Issuance of a Sign Permit Pursuant to Zoning Ordinance Section 15.9.7 Unusual Site Constraints for the Healthworks of Northern Virginia Situated at 163 Fort Evans Road, NE on Property Identified by Loudoun County Land Records as Parcel Identification Number 188-19-2257

- e. Amending the Town Plan and Crescent District Master Plan (Tab 25)(30 min)

RESOLUTION

Adopting TLTA 2012-0001 Crescent District Amendments, Amendments to the Town Plan and Crescent District Master Plan

12. **ORDINANCES**

- a. Amending the Leesburg Zoning Ordinance to Establish the Crescent Design Zoning District (Tab 26)(10 min)

ORDINANCE

To Amend Leesburg Zoning Ordinance Section 7.10 and Articles 7, 9, 11 and 10 to Establish the Crescent Design Zoning District

- b. Amending the Official Zoning Map to Establish the Crescent Design Zoning District (Tab 27)(10 min)

ORDINANCE

To Amend the Leesburg Official Zoning Map to Rezone Certain Parcels from the B-1, B-2, B-3, PRN, R-6, R-8 Zoning Districts and the H-1 and H-2 Overlay Zoning Districts to Establish the Crescent Design Zoning District

- c. Amending the Design and Construction Standards Manual (Tab 28)(10 min)

ORDINANCE

To Amend Leesburg Design and Construction Standards Manual Articles 5, 8 and Appendix A to Establish Consistency with the Crescent Design District

- d. Amending the Subdivision and Land Development Regulations (Tab 29)(10 min)

ORDINANCE

To Amend Leesburg Subdivision and Land Development Regulations Divisions 2, 3 and 5 to Establish Consistency with the Crescent Design District

13. UNFINISHED BUSINESS
14. NEW BUSINESS
15. COUNCIL COMMENTS
16. MAYOR'S COMMENTS
17. MANAGER'S COMMENTS
18. CLOSED SESSION
- a. Loudoun Water Raw Water Intake (No material)(20 min)
19. ADJOURNMENT

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days notice is requested. Thank you.

REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.