



Date of Council Meeting: January 8, 2013

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Town Council appointments and re-appointments to the Planning Commission

Staff Contact: Lee Ann Green, Clerk of Council

Recommendation: That Council consider the following proposed appointments and re-appointments for the Planning Commission:

Mayor Umstatt will be re-nominating Ad Barnes.
Council Member Butler will be re-nominating Brett Burk.
Council Member Dunn will be re-nominating Mary Harper.
Council Member Hammler will be nominating Milton Herd.

Background: The terms of office for Commissioners correspond to the term of the council member who nominated them.

Fiscal Analysis: Section 2-197 of the Town Code provides for annual compensation of \$3,000 for each Commission member and \$3,150 for the Chair. These amounts are included in the FY 2013 approved budget.

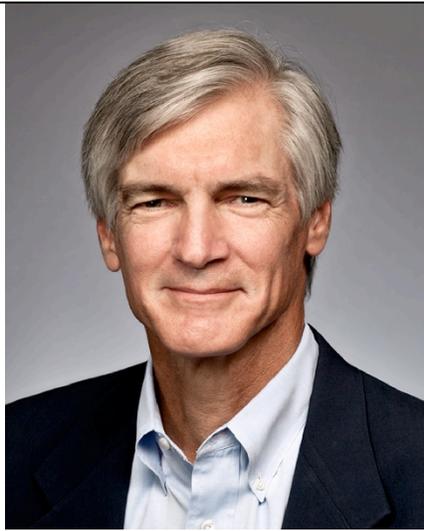
Attachments: (1) Resumes
(2) Appointment Resolution

Milton J. Herd, AICP

303 Riding Trail Court NW
Leesburg, VA 20176

phone: 703 669-6713
fax: 703 669-6716

e-mail: milton@herdplanning.com
web: www.herdplanning.com



Experience

1991 – Present

President, Herd Planning & Design, Ltd. (Leesburg, VA)

1988 - 1991

Planning Director,
Loudoun County, VA

1984 - 1988

Chief of Comprehensive Planning,
Loudoun County, VA

1978 - 1984

Planner, Loudoun County, VA

Education

Bachelor of Design in

Architecture (with Honors),
University of Florida, 1973

Master of Arts in Architecture

(urban planning concentration),
University of Florida, 1977

Graduate studies in Urban

Planning, Univ. of VA, 1979 - 84

Basic Economic Development

Course, Univ. of NC, 1985

Mediation for the Professional,

Center for Dispute Settlement,
Washington, D. C., 1995

Form-Based Codes - Introductory

Course, FBCI, Alexandria, VA 2005.

Summary

Mr. Herd is a consulting land use planner, urban designer, and facilitator with over 30 years of successful, award-winning experience in local government planning. He specializes in leading teams to prepare comprehensive plans (including public involvement), land use plans, growth management strategies, urban design plans, and zoning regulations.

Projects have ranged from large-scale community plans and ordinances, to smaller scale urban area plans. When serving as prime contractor, he has held responsibility for managing all procedural and technical aspects of projects.

He has conducted more than 130 planning projects for public clients in over 70 localities in Virginia, as well as several projects in six other states. Many of these projects have won state or national planning awards.

As a consultant, he has prepared more than 30 comprehensive plan elements, five complete overhauls of zoning and subdivision ordinances, and 17 special public facilitation processes (in addition to comprehensive plan processes). As Planning Director for Loudoun County, he supervised 50 staff professionals.

Each of the major projects he has led has involved complex public consensus building processes in conjunction with sophisticated analytic efforts, ranging in scope from county-wide policy plans to detailed plans for smaller sub-areas and neighborhoods.

Comprehensive Plans (examples)

- Loudoun County General Plan (1991)
(1994 APA National Planning Award)
- Augusta County, VA Comprehensive Plan (1994)
(1995 Virginia APA Award)
- Amelia County, VA Comprehensive Plan (1995 and 2001)
(1996 Virginia APA Award)
- Rockingham County, VA Comprehensive Plan (2003)
- Accomack County, VA Comprehensive Plan (2007)
- Gloucester County, VA, Court House Village Plan (2012)

Major Public Participation Processes (examples)

- Vision Plan for the Town of La Plata, Maryland (2000)
(2000 Maryland APA Award)
- Governance for the 21st Century (1998-99)
(2000 Virginia APA Award)
- Strategic Plan for the City of Wildwood, New Jersey (1998)
- Willis Wharf Vision Plan (1994) *(1997 Virginia APA Award)*
- Round Hill Design Charrette, Loudoun County, VA (2001)
(VACO Planning Award, 2003)

Awards

Directed and/or helped author 13 award-winning planning products:

- Round Hill Design Charrette, (*VACO Planning Award, 2003*)
- Vision Plan for the Town of La Plata, Maryland (2000) (*Maryland APA Award*)
- Governance for the 21st Century (*Virginia APA Award, 2000*)
- Willis Wharf Vision Plan (*VA APA Award, 1997*)
- Battlefield Network Plan, Frederick County, Virginia (*Virginia APA Award, 1997*)
- Amelia County Comp. Plan (1995-2015) (*VA APA, 1996*)
- Augusta County Comp. Plan (1994-2014) (*VA APA, 1995*)
- Loudoun County General Plan (*National Planning Award, APA, 1994*)
- Rural Village and Rural Hamlet Zoning Ordinances (*VA APA, '92*)
- Historic District Guidelines (*VA APA, 1988*)
- Eastern Loudoun & Dulles North Area Plans (*VA APA 1982 & '87*)

Professional Associations, Certifications, and Leadership

- American Institute of Certified Planners (AICP) (1984 -)
- Qualified Planning Expert, Virginia Circuit Court.
- American Planning Association (APA)
- Congress for the New Urbanism (CNU)
- Citizens Planning & Education Association of VA (CPEAV)
- Loudoun County Design Cabinet (2003 -)
- Board of Directors, Waterford Foundation (1996-02)
- Vice Chairman, Board of Directors, EcoVillage (2002 - 08)
- Chairman, Board of Directors, Bluemont Concert Series (2007 -)

Historic District Plans (examples)

- Battlefield Network Plan, Frederick County, Virginia (1995) (*1997 Virginia APA Award*)
- Historic District Guidelines, Loudoun County, Virginia (1988) (*Virginia APA Award*)

Zoning Ordinances (examples)

- Zoning Ordinance Overhauls for Montgomery, Botetourt, Orange, and Westmoreland Counties, VA
- Zoning and Subdivision Ordinance Revisions for Amelia County, VA (1995, 1998, 2003)
- Zoning and Subdivision Ordinance Update, Town of Warrenton, VA (2006)
- Rural Village & Rural Hamlet Zoning Ordinances, Loudoun County (1990; 91) (*VA APA Awards 1992*)

Expert Testimony (examples)

- On behalf of Augusta County, VA - Lofton Farms v. Bd of Supervisors (1998)
- On behalf of Stafford Lakes Ltd Partnership - land condemnation case in Stafford County (2007)
- On behalf of Loudoun County, VA – multiple land use cases 1992 - 2009

Speaking (examples)

Guest speaker or panelist at over 100 professional conferences, covering a variety of planning topics, including.

- Visioning and Other Public Participation Processes
- Growth Management Techniques
- Fiscal Impact of Development
- Historic and Agricultural Preservation Techniques
- Zoning Review Processes
- Urban Design and Placemaking
- Form-Based Codes

Teaching

Faculty member - Certified Planning Commissioners Program conducted by CPEAV (1992 – present).

Adjunct professor in planning and preservation at the Center for Graduate and Professional Studies at Goucher College, in Baltimore, Maryland (2004 – present).

Adjunct lecturer in placemaking at the University of Virginia School of Architecture, Charlottesville, VA, 2009.

Writing

Published articles in professional journals and newsletters on Rural Cluster Development, Urban Design Principles, Planning Processes, Fiscal Impacts, and Conditional Zoning.

Brett J. Burk

812 Anne St, Leesburg, VA, 20175
703.981.7708
BBurk@BurkInc.com

SKILLS SUMMARY

Senior manager with extensive experience in director level policy setting and strategic planning. Skilled in working on multiple Boards of Directors and translating policy decisions into practical staff actions. Excellent background in staff management both for Boards of Directors and for employer.

EMPLOYMENT

President February 1992-Present
Burk & Associates, Inc. (BAI)
McLean, VA

- Serve as Executive Director or Director on multiple non-profit Scientific Boards – all clients of BAI.
- Act as primary liaison between staff and client Boards.
- Responsible for managing 23 staff.
- Responsible for all executive decisions for BAI.

Zooarchaeologist May 1989-February 1992
National Park Service
Harpers Ferry, WV

- Established Zooarchaeological laboratory at Harpers Ferry.
- Identified faunal remains on all archaeological projects.
- Published articles on findings and research.
- Established relationships with Colonial Williamsburg and the Smithsonian National Museum of Natural History for use of faunal type collections.

VOLUNTEER POSITIONS

Leesburg Planning Commission July 2005-Present

- Served as Parliamentarian

Loudoun Families for Children, Board of Directors Current

- Served on Board of Directors for approximately 7 years
- Served as President for one year.

Loudoun County Bicycle and Pedestrian Mobility Master Plan Citizens' Advisory Committee

- Worked with Committee to create proposed County plan.
- Worked with County staff and consultants to design proposed plan.
- Held public hearings to solicit input on proposed plan.
- Lead outreach subcommittee whose charge was to ensure as much public awareness of both the process and product as possible.

EDUCATION

B.A. in Anthropology
College of William and Mary in Virginia, Williamsburg, VA

Mary Harper
Work History

In the early 1970's I worked for Fairfax County Redevelopment and Housing Authority which at that time was just implementing their affordable housing programs. We did substantial work with Gulf Reston Corporation in order to acquire and rezone property to be set aside for low and moderate income county residents.

Since 1976 I have been in the mortgage banking industry and have performed all aspects of this industry with the exception of secondary marketing. I served as Regional Vice President of Central Fidelity Bank for the Northern Virginia region from 1988 to 1993. While at the bank I co-authored and implemented affordable housing programs in compliance with the Community Reinvestment Act for moderate income Virginia families.

In 1993 I left the bank and became a senior loan officer for various mortgage lending institutions for the next 4 years. Currently I am a senior loan officer with SOUTHERN TRUST MORTGAGE, LLC at 28 West Market St. which gives me the opportunity to work extensively in the local community.

PRESENTED January 8, 2013

RESOLUTION NO. 2013-

ADOPTED _____

A RESOLUTION: MAKING APPOINTMENTS AND RE-APPOINTMENTS TO THE
PLANNING COMMISSION

WHEREAS, participation by public-spirited citizens on town boards, commissions and committees is vital to the success of town government and the democratic process; and

WHEREAS, boards, commissions and committees serve an indispensable role in providing recommendations concerning town policy and programs; and

WHEREAS, Council desires to appoint effective individuals to serve at its will and pleasure on these advisory boards; and

WHEREAS, certain council members terms have expired and have been re-elected.

THEREFORE, RESOLVED that the Council of the Town of Leesburg in Virginia hereby:

SECTION 1: Appoints Milton Herd to a term ending on December 31, 2016.

SECTION 2: Re-appoints Ad Barnes to a term ending on December 31, 2014 and Brett Burk and Mary Harper to terms ending on December 31, 2016.

PASSED this 8th day of January, 2013.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council