

TOWN OF LEESBURG
Town Hall
25 West Market Street
AGENDA
Town Council Work Session
August 8, 2016
7:30 p.m.
Council Chambers

1. Items for Discussion

- a. Pennington Parking Garage (*Tab 08*)
- b. Lease of Courthouse Square Lot for Public Parking (*Tab 09*)

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

3. Information Memorandums

- a. Traffic Calming – Sycolin Road at Gateway Drive (*Tab 10*)
- b. Battlefield Parkway Update (*Tab 11*)
- c. Utility Plant Capacity Semi-Annual Update (*Tab 12*)

4. Council Invitations

- Aug. 3 – 5* – American Legion Senior Baseball Tournament, Fireman’s Field
- Aug. 5* – Virginia Storm Basketball Press Conference, 1 p.m., Mason Enterprise Ctr.
- Aug. 5* – Black Walnut Brewery Ribbon Cutting, 4 p.m., 210 South King Street
- Aug. 5* – First Friday, 5:30 p.m., Downtown
- Aug. 6* – Child Safety Day, 12 – 4 p.m., Village at Leesburg
- Aug 6* – Acoustics on the Green, 7 p.m., Town Green
- Aug. 11* – Total Wine Ribbon Cutting, 6 p.m., Battlefield Shopping Center
- Aug 13* – Acoustics on the Green, 7 p.m., Town Green
- Aug 20* – Acoustics on the Green, 7 p.m., Town Green
- Aug 22-23* – Town Council Meetings cancelled for summer break
- Aug. 25* – Movies in the Park, 8:30 p.m., Ida Lee Park
- September 29 – Swearing In Ceremony for Chief of Police – 4:30pm, Town Green

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

August 9, 2016

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Council Member Hammler
3. SALUTE TO THE FLAG: Council Member Gemmill
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Regular Session Minutes of July 12, 2016
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Proclamation – 75th Anniversary of the Douglass School
 - b. Proclamation – National Payroll Week (Carrie Hovell)
 - c. Certificate of Recognition - PHISHME
 - d. Certificate of Appreciation – Child Safety Seat Program (Officers Lotz, Winkler, and Buracker
 - e. Certificate of Appreciation – Keep Leesburg Beautiful (Chloe Alexia Taylor)
 - f. Certificates of Appreciation – Keep Leesburg Beautiful (Girl Scout Troop 5022)
 - g. Certificates of Appreciation – Keep Leesburg Beautiful (Cub Scout Pack 998)
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Performance Guarantee, Sewer and Waterworks Extension Permit for Leesburg South Phase 1 (TLPF-2014-0003) (*Tab 01*)

RESOLUTION

Authorizing an Agreement and Approving a Performance Guarantee, A Waterworks Extension Permit and a Sewer Extension Permit for Leesburg South, Phase 1 (TLPF 2014-0003)

- b. Awarding Continuing Services Contracts for Plan Review Services – Subdivision and Land Development Regulations (Tab 02)

RESOLUTION

Awarding Continuing Services Contracts for Plan Review Services – Subdivision and Land Development Regulations

- c. Dulles Greenway Extension Removal from the Town Plan (Tab 03)

RESOLUTION

Initiating an Amendment to the Town Plan’s Roadway Network Policy Map to Remove the Dulles Greenway Extension

- d. Virginia Municipal League’s Stairway to Success Program (Tab 04)

RESOLUTION

In Support of Early Childhood Education

10. PUBLIC HEARINGS

- a. Leesburg Central Proffer Appeal (Tab 05)

MOTION to Affirm

I move that the Town Council affirm the Zoning Administrator’s interpretation TLZC-2016-0014 about rezoning TLZM-2010-0001 Proffer #7 Prohibited Uses and find he correctly identified the proposed use as a bank instead of an office for the reasons set forth in the staff report dated August 4, 2016.

-Or-

MOTION to Deny/Modify

I move that the Town Council overturn the Zoning Administrator’s interpretation TLZC-2016-0014 about rezoning TLZM-2010-0001 Proffer #7 Prohibited Uses and find that he incorrectly identified the proposed use as a bank instead of an office for the following reasons:

_____.

- b. Flex Industrial Text Amendment (Tab 06)

ORDINANCE

Amending Zoning Ordinance Sections 6, 7, 9.2, 9.8 and 18.1 to Add a New Definition “Flex Industrial/Business Park” , Add Use Standards, Include Flex Industrial/Business Park in Applicable Use Tables, and Include Terms and Definitions for Uses that are Acceptable in a Flex Industrial/Business Park

11. RESOLUTIONS AND MOTIONS

- a. Initiation of Zoning Ordinance Text Amendment – Downtown Residential Parking (Tab 07)

RESOLUTION

Initiating Amendments to the Leesburg Zoning Ordinance for the Purpose of Eliminating the Residential Parking Requirements in the H-1 (Overlay), Old and Historic District for Properties that are Converted Back to Residential Use

- b. Letter to the County Board of Supervisors – Pennington Parking Garage (Tab 08)

MOTION (at Council direction)

- c. Courthouse Square Parking Lot Lease (Tab 09)

RESOLUTION (at Council direction)

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. None.

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS

18. CLOSED SESSION

- a. §2.2-3711(7) Pending Litigation: Exeter HOA vs. Town of Leesburg

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>.