

**TOWN OF LEESBURG**

Town Hall

25 West Market Street

**AGENDA**

Town Council Meeting

September 8, 2015

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
  2. INVOCATION: Council Member Hammler
  3. SALUTE TO THE FLAG: Council Member Fox
  4. ROLL CALL
  5. MINUTES (*Tab B*)
    - a. Regular Session Minutes of July 28, 2015
    - b. Work Session Minutes of August 10, 2015
    - c. Regular Session Minutes of August 11, 2015
  6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
  7. PRESENTATIONS (*Tab C*)
    - a. Resolution of Respect – Scott Gustavson
    - b. Certificate of Appreciation – Don Chapman
    - c. Proclamation – National Hispanic Heritage Month
    - d. Proclamation – Blood Cancer Awareness Month and Lymphoma Awareness Day
    - e. Presentation – Bike Loudoun (Dennis Kruse)
    - f. Presentation – The Regional Green House Gas Initiative: A Climate Solution for Virginia (Charles Spatz)
  8. PETITIONERS
  9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
    - a. Initiating 2015 Zoning Ordinance Batch Amendments (*Tab 01*)

**RESOLUTION**

Initiating Amendments to Various Articles and Sections of the Leesburg Zoning Ordinance as Part of the 2015 Annual “Batch Amendments Addressing Minor Changes to Implement Town Plan Goals and Objectives, to Make Corrections and Clarifications, Changes Necessary to Comply with Annual State Code Legislative Changes and to Address Minor Town Council Directives

- b. Leesburg Executive Airport Master Plan Update and Stormwater Management Plan Study (Tab 02)

**RESOLUTION**

Grant Agreements with the Federal Aviation Administration and the Virginia Department of Aviation for the Airport Master Plan Update and Stormwater Master Plan/Drainage Study Projects

- c. Lower Sycolin Sewage Conveyance Phase II – Construction Contract Change Order #1 Authorization (Tab 03)

**RESOLUTION**

Lower Sycolin Sewage Conveyance System Phase II Project Change Order No. 1 for Construction

- d. Encroachment Agreement Between Town of Leesburg, Panda Stonewall, LLC, and Dominion Virginia Power (Tab 04)

**RESOLUTION**

Authorizing the Mayor to Execute an Encroachment Agreement between the Town of Leesburg, Panda Stonewall, LLC, and Dominion Virginia Power (“DVP”) to Allow a Reclaimed Water Line to Cross DVP’s Easement

10. PUBLIC HEARINGS

- a. TLZM 2014-0005 Patriot Self-Storage Park (Tab 05)

**ORDINANCE**

Approving TLZM 2014-0005 Patriot Self-Storage Park, to Permit Additional Building Height in the CD-C District

11. RESOLUTIONS AND MOTIONS

- a. Appointment of Council Members for a Joint Meeting with County on Courthouse Plan Approval Process (Tab 06)

**RESOLUTION**

Appointment of Council Members for a Joint Meeting with the Loudoun County Board of Supervisors to Discuss the Plan Review Process for the County Courts Expansion Project

- b. Civics Education Program (Tab 07)

**RESOLUTION**

Authorization to Host a Civics Education Program in Partnership with Morven Park and J. Lupton Simpson Middle School

- c. Leesburg School Capital Intensity Factors (Tab 08)

**RESOLUTION**

To Update the School Capital Intensity Factors Previously Approved through Resolution 2005-111

- 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. ADJOURNMENT

**ADDENDUM:**

**1. Information Memorandums**

- a. H-2 and East Market Street Area Plan Project (Tab 09)
- b. Leesburg Police Citizens Support Team (Tab 10)
- c. Approval Process for Telecommunication Antennas (Tab 11)
- d. Animal Shelter at County Government Support Center (Tab 12)

**2. Council Invitations**

- Sept 4* – First Friday, 6 p.m., Downtown
- Sept 7* – Labor Day Observance, Town Offices closed, Work Session Cancelled
- Sept 11* – September 11 Observance, 7 p.m., Town Green
- Sept 12* – Annual Dog Swim, 10 a.m., A.V. Symington Aquatic Center
- Sept 13* – Annual Friends of the Thomas Balch Library Fundraiser
- Sept 20* – Fighting Firsts – Combat Debut of Fighter Aircraft, 2 p.m., Thomas Balch Library
- Sept 26* – Annual Fine Arts Festival, 10-6, Downtown
- Sept 26* – Leesburg Airshow, 11 a.m., Leesburg Executive Airport
- Sept 27* – Annual Fine Arts Festival, 11-5, Downtown
- Sept 27* – First Annual International Festival, 11 a.m. – 4 p.m., Douglass Community Ctr. (405 East Market Street)
- Sept 27* – Dark Days in our Beloved Country: Civil War Diary of Catherine Hopkins Broun, 2 p.m., Thomas Balch Library
- Oct. 1* – Preservation for Home Archives, 10 a.m., Thomas Balch Library
- Oct. 2* – First Friday, 6 p.m., Downtown
- Oct. 3* – Walking Tour with James P. Roberts, 9 a.m., Thomas Balch Library
- Oct. 4* – Wounded Warrior 5k and 10k, 8 a.m., W&OD Trail
- Oct. 4* – Sailors in the Holy Land: 1848 American Expedition to the Dead Sea, 2 p.m., Thomas Balch Library
- Oct. 12* – Columbus Day Holiday. Town Offices Closed/Work Session Cancelled
- Oct. 18* – Home Squadron, 2 p.m., Thomas Balch Library

**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](mailto: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>.