

**TOWN OF LEESBURG**

Town Hall  
25 West Market Street

**AGENDA**

Town Council Meeting

November 23, 2015

7:30 p.m.

Council Chambers

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1. CALL TO ORDER
2. INVOCATION: Candace Brinkley
3. SALUTE TO THE FLAG: Mayor Umstadd
4. ROLL CALL
5. MINUTES (*Tab B*)
  - a. Work Session Minutes of November 9, 2015
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
  - a. Proclamation – American Indian Heritage Month
  - b. Presentation – Volunteers of America (Chesapeake) and Loudoun Homeless Services – James Wynn
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
  - a. Easement for Washington Gas Light Company (*Tab 01*)

**RESOLUTION**

Authorizing the Conveyance of an Easement to Washington Gas Light Company for a Gas Line on Town Property to Serve the Utilities Waste Water Treatment Facilities Property

- b. Public Improvements at Spring Arbor of Leesburg (TLPF-2009-0007)  
(*Tab 02*)

**RESOLUTION**

Accepting the Public Improvements, Releasing the Performance Guarantee, and Approving a Maintenance Guarantee for Spring Arbor of Leesburg (TLPF 2009-0007)

- c. Support for the Toys for Tots Campaign (Tab 03)

**RESOLUTION**

Town Council Recognizes and Supports the Loudoun County Detachment of the Marine Corps League on the National Toys for Tots Campaign

- d. Easements for Virginia Electric and Power Company & Northern Virginia Electric Cooperative (Tab 04)

**RESOLUTION**

Authorizing the Conveyance of an Easement to Virginia Electric and Power Company to Northern Virginia Electric Cooperative for a Utility Easement on Town Property Located Along Sycolin Road

10. PUBLIC HEARINGS

- a. None.

11. RESOLUTIONS AND MOTIONS

- a. Initiating Resolution to Amend the Town's Sign Ordinance (Article 15 of the Zoning Ordinance) (Tab 05)

**RESOLUTION**

Initiating Amendments to the Sign Ordinance (Article 15 of the Zoning Ordinance) After the U.S. Supreme Court Decision of Reed v. Town of Gilbert, Arizona, 135 S.Ct. 2218 (2015)

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

14. NEW BUSINESS

- a. Motion to Amend the Previously Adopted Crescent Parke Motion (Tab 06)

**MOTION**

I move that staff and the Planning Commission be directed to forward TLZM 2013-0006 Crescent Parke back to the Town Council such that the application may be advertised for new Town Council public hearing on or before March 8, 2016

- b. Additions to Future Council Meetings

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS
18. CLOSED SESSION
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.

## ADDENDUM

### **Council Invitations:**

- Nov. 20* – Civics Fair, 1 p.m., Simpson Middle School
- Nov. 21* – Freeze Your Gizzard 5K and Fun Run, 9 a.m., Ida Lee Park
- Nov. 21* – Village @Leesburg Tree Lighting, 5 p.m., Village at Leesburg
- Nov. 23* – Town Council meeting moved from Tuesday
- Nov. 26-27* – Thanksgiving Holiday, Town Offices Closed
- Dec. 3* – Holiday Social Hour, 5:30-7:00 p.m., Old Towne Grill (15 S. King)
- Dec. 4* – First Friday, Downtown Leesburg, 6pm
- Dec. 4* – Christmas Tree and Menorah Lighting, 6 p.m., Town Green
- Dec. 5* – Holiday Fine Arts and Crafts Fair, 9 a.m.- 4 p.m., Ida Lee Recreation Center
- Dec. 5* – Downtown Holiday Open Houses, 11 a.m. – 5 p.m., Downtown
- Dec. 5* – Snowflake Celebration, 1 – 4 p.m., Paxton Campus (601 Catoctin Cir., NE)
- Dec. 6* – Holiday Fine Arts and Crafts Fair, 10 a.m.– 4 p.m., Ida Lee Park Rec Center
- Dec. 6* – Fallujah Redux: The Anbar Awakening and the Struggle with Al-Qaeda, 2 p.m., Thomas Balch Library
- Dec. 9* – Employee Holiday Luncheon, 11:30 a.m. – 2 p.m., Ida Lee Rec Ctr.
- Dec. 12* – Christmas and Holiday Parade, 6 p.m., King Street (line up at Ida Lee Park)
- Dec. 12* – Jingle Jam, 11:30 – Junior, 2:30 and 8:30, Tally Ho Theatre (Tickets required in advance)
- Dec. 13* – Frigid 5k/10k Race, 8 a.m., W&OD Trail
- Dec. 15* – Farewell Party for Mayor Umstattd, 5:30 p.m., Ida Lee Rec Ctr. Lower
- Dec. 19* – Victorian Christmas, 11 a.m. – 5 p.m., Downtown
- Jan. 18* – Martin Luther King Day March, 9 a.m., Douglass Community Center

## **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>.