

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

1. Items for Discussion

- a. Airport Commission Annual Report (*Tab 01*)
- b. Winter Storm Jonas After Action Report (*Tab 02 – To Be Provided Friday*)
- c. Final Legislative Wrap Up (*Tab 03*)

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

3. Information Memorandums

4. Council Invitations

- April 22* – Exit Plan Ribbon Cutting, 3 p.m., 201 Royal Street, S.E. Suite F
- April 24* – War in the Chesapeake: British Campaigns to Control the Bay 1813-1814
- April 29* – Frances Hazel Reid Foresters/Arbor Day Tree Planting, 8 a.m., Frances Hazel Reid
- May 1* – Sailors in the Holy Land: 1848 American Expedition to the Dead Sea, 2 p.m., Balch Library
- May 5* – African-American Genealogy, 10 a.m. – 12 p.m., Balch Library
- May 6* – First Friday, 5:30 p.m., Downtown
- May 7* – Walking Tour with James Roberts, 9 a.m., Balch Library
- May 15* – Virginia Women and their Lives, 2 p.m., Balch Library
- May 17* – Cut from Strong Cloth: Story of Ellen Canavan, 7 p.m., Balch Library
- May 22* – Clerk’s Office Tour/Courthouse Historic Tour, 6:45 p.m., Balch Library
- May 26* – Movies in the Park: 101 Dalmations, 7:30 p.m., Ida Lee Park
- May 30* – Memorial Day – Town offices closed
- May 30* – Memorial Day Commemoration, 10 a.m., Loudoun County Courthouse
- June 3* – Leesburg Town Hall Exhibit Gallery – Steve Heyl

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

April 26, 2016

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Vice Mayor Burk
3. SALUTE TO THE FLAG: Mayor Butler
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Special Meeting Minutes of March 31, 2016
 - b. Special Meeting Minutes of April 11, 2016
 - c. Work Session Minutes of April 11, 2016
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Proclamation – Hunger Awareness Month
(Jennifer Montgomery, Interfaith Relief and Love Your Neighbor/Feed Your Neighbor)
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Performance Guarantee and Water Extension Permit for Poet’s Walk at Oaklawn MUC-2 (TLCD-2015-0012) (Tab 04)

RESOLUTION

Authorizing an Agreement and Approving a Performance Guarantee and a Water Extension Permit for Poet’s Walk at Oaklawn MUC-2 (TLPF-2015-0012)

- b. Tuscarora Creek Flood Mitigation and Stream Restoration Project Land Rights Acquisition Authorization (Tab 05)

RESOLUTION

Declaring that a Public Necessity and Use Exists and Authorizing an Offer to Acquire Permanent and Temporary Easements for the Tuscarora Creek Flood Mitigation and Stream Restoration Project

- c. Appropriation of Donation Check to Fiscal Year 2016 Police Department Budget (Tab 06)

RESOLUTION

Approving a Supplemental Appropriation in the Amount of \$300 to the Fiscal Year 2016 General Fund Police Department Budget

- d. Initiating Legislative Changes and Town Code Batch Amendments (Tab 07)

RESOLUTION

Initiating Batch Amendments to the Town Code

- e. Initiating Amendments to the Leesburg Town Plan for Telecommunication Facilities (Tab 08)

RESOLUTION

Initiating Amendments to the Town Plan for the Purpose of Providing Guidance for Telecommunication Facilities

10. PUBLIC HEARINGS

- a. Amending Article 18 of the Leesburg Zoning Ordinance (Tab 09)

ORDINANCE

Amending Article 18, Definitions, of the Leesburg Zoning Ordinance to Permit On-site Consumption of the Food Items within Service Stations

- b. Amending Article 9 and Article 18 of the Leesburg Zoning Ordinance (Tab 10)

ORDINANCE

Amending Leesburg Zoning Ordinance Article 9, Use Regulations, and Article 18, Definitions to Establish Regulations for Temporary Portable Storage Units

11. RESOLUTIONS AND MOTIONS

- a. Initiating Amendments to Zoning Ordinance for Consistency of Nonconforming Structures (Tab 11)

RESOLUTION

Initiating Amendments to the Leesburg Zoning Ordinance for the Purpose of Providing Consistency Regarding Treatment of Nonconforming Structures

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. Discussion or considerataion of the acquisition of real property for a public purpose, or of disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body (Virginia Code Section 2.2-3711(a)(3))
- POTENTIAL RESOLUTION** (*Material To Be Provided Friday*)
To Authorize the Town Manager to Pursue an Agreement with the County of Loudoun to Provide Public Parking Spaces in downtown 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>.