

# Town of Lovettsville

## Town Council Minutes of the November 6, 2016 Special Meeting Lovettsville Mayor and Town Council Retreat – Comprehensive Plan Review

### Call to Order/Pledge of Allegiance

Vice Mayor Carder called the meeting to order at 8:50 a.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Ave, Lovettsville, VA.

### Council Members Present

- Mayor Robert Zoldos II (arrived at 10:39 a.m.)
- Council Member James McIntyre (arrived at 8:55 a.m.)
- Council Member Rob Gentile
- Council Member Mike Senate
- Vice Mayor Tiffany Carder
- Council Member Kimberly Allar
- Council Member Jennifer Jones

### Staff Present

- Town Manager Laszlo Palko
- Town Consultant Sam Finz
- Zoning Administrator Josh Bateman

Planning Commission Chairman Frank McDonough was also present.

Mr. Finz served as the facilitator for the meeting. He discussed the importance of the Comprehensive Plan in helping the Council make decisions for the Town. Mr. Finz had the Council Members complete worksheets for key chapters of the Comprehensive Plan based on the following questions:

- What are the issues that you expect to be addressed by the Plan Review (i.e., your Vision)?
- What are your suggested policy solutions and/or changes to this chapter?

Over the next several hours, Mr. Finz led the Council in a discussion of their responses. The Zoning Administrator and Chairman of the Planning Commission were present to answer any questions and to explain if and how the issues raised had been addressed. The discussion included the following issues:

### Economic Development & Housing

- Creation of Old Town Mixed Use District
- Creation of an Economic Development Authority
- Engle Tract Development
- Town Entrance Tract
- Game Club
- Bed and Breakfast (priority)
- Parking (Broad Way and Town Square)
- Tourism and Event Policies
- Town Square Master Plan and Development
- Walker Tract
- Heritage Highlands
- Analysis of Highway Maintenance (pros and cons)
- Attached Housing/Work Housing

### Land Use

- Open Space/Public Use Space
- Town Square Planned District

- Identification of the Need of New Public Facility Spaces
- Annexation Policy
- JLMA (Joint Land Management Area) Evaluation

The Council and staff took a break at 12:20 p.m. The meeting resumed at 12:34 p.m.

Transportation

- Commuter Bus Stop
- Street Lights
- Transportation Master Plan
- Continuation of East Broad Way Improvements
- Traffic Calming
- Maximum Speed of 35MPH Approaching Town
- Securing County, State, and Federal Funds for Capital Projects
- Adequate Parking (Town Square Master Plan)
- One Way Streets (Pennsylvania Avenue, Loudoun Street/Locust Street Triangle)

Public Facilities & Utilities

- Town Maintenance of VDOT Land (cutting grass)
- Interim Town Office Improvements
- Utility Master Plan (feasibly linked with Capital Improvement Plan)
- Evaluate Annexing Public Facilities into Town
- Storm Water Management Master Plan
- Additional Space for the Library

The Mayor and Council then discussed possible changes to goals, visions, and values in the Comprehensive Plan; primarily, clarifying "small town feel." The Council and staff discussed next steps following the Planning Commission public hearing on the proposed amendments to the Comprehensive Plan.

The meeting concluded at 2:24 p.m.

Respectfully submitted,



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Harriet West, Town Clerk

Date Approved: August 24, 2017

Attachments:  
None