

Town of Lovettsville

Town Council Minutes of the December 8, 2016 Special Meeting

Call to Order/Pledge of Allegiance

Vice Mayor Tiffany Carder called the meeting to order at 7:33 p.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

Council Members Present

- Mayor Robert Zoldos II (arrived at 8:00 p.m.)
- Council Member Rob Gentile (arrived at 7:39 p.m.)
- Vice Mayor Tiffany Carder
- Council Member Kimberly Allar
- Council Member Jennifer Jones

Council Members Absent:

- Council Member James McIntyre
- Council Member Mike Senate

Staff Present

- Town Manager Laszlo Palko
- Town Consultant Sam Finz
- Town Clerk Harriet West
- Planning/Zoning Administrator Joshua Bateman

Frank McDonough, Chair of the Planning Commission, was in the audience.

Pledge of Allegiance

Vice Mayor Carder led those assembled in the Pledge of Allegiance.

Presentations

There were none.

Comments from the Public

Vice Mayor Carder called for comments from the public and read the rules for public comment.

Stacy Evans spoke about the ongoing fence issue with her neighbor and lack of enforcement by the Town Council.

Community Presentations

A. Loudoun County Sheriff's Office

There was no report.

B. Lovettsville Volunteer Fire and Rescue Company

Councilwoman Jones reported on the upcoming Santa's Breakfast.

C. Lovettsville Community Center

There was no report.

D. Lovettsville Library

There was no report.

Town Commission and Committee Reports

A. Lovettsville Planning Commission

Chairman McDonough gave an update on the proposed amendments to the sign ordinance.

B. Events Committee

There was no report for the Events Committee.

- a. Love America – No report.
- b. Love Spring – Vice Mayor Carder reported that MayFest planning has begun.
- c. Love Summer – Council Member Jones report on the next subcommittee meeting.
- d. Love Fall – No report.
- e. Love Winter – Council Member Allar reported on the recent WintertainmentFest and the next subcommittee meeting.
- f. Community Events Council – No report.

C. Business & Tourism Committee

Council Member Jones reported on the new mascot and the next committee meeting.

D. Parks & Beautification Committee

Town Manager Palko reported on ornament sales.

E. Infrastructure, Environment & Utilities Committee

There was no report.

F. Information Flow Committee

There was no report.

Additions/Deletions/Modifications to the Agenda

Town Manager Palko requested that the following items be added to the agenda:

- Appointment of Events Committee Member
- Rezoning in Preparation of the Fire Hall Boundary Line Adjustment Application
- Clock Tower Update

Minutes

A. January 30, 2016 Special Meeting

Motion: I move to adopt the minutes of the January 30, 2016 Special Meeting circulated for vote on December 8, 2016.

By: Jones

Second: Allar

Aye: Allar, Carder, and Jones

Nay: None

Abstain: Gentile

Absent: McIntyre and Senate

B. February 11, 2016 Regular Meeting

Motion: I move to adopt the minutes of the February 11, 2016 Regular Meeting circulated for vote December 8, 2016.

By: Jones

Second: Allar

Aye: Jones, Allar, and Carder

Nay: None

Abstain: Gentile

Absent: McIntyre and Senate

Staff Reports

A. Report from the Town Engineer

The Town Engineer submitted a written report.

B. Report from the Zoning Administrator

The Zoning Administrator presented a written report.

C. Report from the Town Manager

Town Manager Palko reported he will be at the infrastructure finance conference next week.

Action/Discussion Items

A. Office Reorganization Closure Request

Town Manager Palko requested approval to close the office on January 9, 2017 in order to reorganize Town files in the office. Following discussion, Council Woman Jones made the following motion:

Motion: I move to close the Town Office to the public excluding utility functions on January 9, 2017 to facilitate the organization of the Town Hall office and trailer.
By: Jones
Second: Allar
Aye: Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: McIntyre and Senate

B. Clock Tower Update

Town Manager Palko presented this item. He said he would like for the Parks Committee to review the options for lighting the clock faces before the contractor returns to install the forth clock face. There was no objection from the Council.

C. Rezoning in Preparation of the Fire Hall Boundary Line Adjustment Application

Zoning Administrator Bateman presented this item. The Council is being asked to initiate an amendment to the Zoning Ordinance to clarify the requirements applicable to a potential future boundary line adjustment of the Lovettsville Volunteer Fire and Rescue Station Property. Mayor Zoldos arrived during the Zoning Administrator's presentation. Councilwoman Allar made the following motion:

Motion: I move to adopt Resolution 2016-12-001: Initiate Amendment to the Zoning Ordinance to Clarify the Requirements Applicable to a Potential Future Boundary Line Adjustment of the Lovettsville Volunteer Fire and Rescue Station Property [Attachment 1].
By: Allar
Second: Gentile
Aye: Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: McIntyre and Senate

D. Appointment to Events Committee

Mayor Zoldos presented this item. He has asked the Council to consider appointing Chris Lawyer as the citizen member of the Events Committee. Following discussion, Vice Mayor Carder made the following motion:

Motion: I move to confirm Chris Lawyer to be on the Events Committee as a citizen member.
Second: Gentile
Aye: Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: McIntyre and Senate

E. Comprehensive Plan Review Work Session

Town Manager Palko presented this item. He reviewed the timeframe and process for approval of the Amended 2011 Comprehensive Plan. The Council then reviewed and discussed the policy proposals resulting from the recent Council Retreat. Staff made minor revision to the policies based on input from the Mayor and Council. Following discussion, Vice Mayor Carder made the following motion:

Motion: I move that the Council add the approved policy proposals to the 2016 Draft Amendment to the 2011 Comprehensive Plan.
Second: Jones
Aye: Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: McIntyre and Senate

Town Manager Palko briefed the Council on research he conducted regarding the definitions and characteristics of a "small town." Mr. Finz suggested that the Council use this information in preparation for discussing this further next week.

Zoning Administrator Bateman reviewed the changes to the Comprehensive Plan that was distributed.

Information Items

There were none.

Comments from the Mayor and Town Council

Councilwoman Jones thanked Love Winter and WintertainmentFest for supporting the local food pantry.

Councilwoman Allar commented on all the lights in Town preparing for Light up Lovettsville.

Vice Mayor Carder said that WintertainmentFest is an excellent example of local organizations working together. She attended the end of year reception for the Brunswick Greater Chamber of Commerce and the Community Events Council meeting.

Mayor Zoldos commented on WintertainmentFest and thanked Vice Mayor Carder for handling the meeting until he arrived.

Adjournment

There being no further business before the Council, the meeting was adjourned at 8:49 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: August 24, 2017

Attachments:

1. Resolution 2016-12-001: Initiate Amendment to the Zoning Ordinance to Clarify the Requirements Applicable to a Potential Future Boundary Line Adjustment of the Lovettsville Volunteer Fire and Rescue Station Property

Town of Lovettsville

Resolution: 2016-12-001: INITIATE AMENDMENT TO THE ZONING ORDINANCE TO CLARIFY THE REQUIREMENTS APPLICABLE TO A POTENTIAL FUTURE BOUNDARY LINE ADJUSTMENT OF THE LOVETTSVILLE VOLUNTEER FIRE AND RESCUE STATION PROPERTY

MOTION: Allar
SECOND: Gentile

WHEREAS, the Town Council has determined that the public necessity, convenience, general welfare and good zoning practices require amendment to the Zoning Ordinance (hereinafter referred to as "the Ordinance"); and

WHEREAS, Section 42-34 of the Ordinance authorizes the Town Council, by resolution, to initiate an amendment to the Ordinance and refer such a proposed amendment to the Planning Commission for its recommendation prior to the Town Council rendering a final decision on the amendment; and

WHEREAS, the Town Council desires that certain properties incorporated into the Town by boundary adjustment or annexation not be automatically zoned CR-1 Residential District in accordance with Section 42-150 of the Zoning Ordinance whereon no residential use exists or residential use or development is anticipated or desired in the future, but instead desires that such land containing non-residential uses be automatically zoned I-1 Light Industrial District or otherwise zoned to match the existing use of the property; and

WHEREAS, the Town Council desires to add clarification to the definitions and uses both existing and proposed on parcels of land currently owned by the Lovettsville Volunteer Fire and Rescue Company in the event one or more of the company's properties become in the future the subject of an application from the owner for a simple boundary line adjustment which, if approved by the Town and County, would have the effect of bringing said properties into the corporate limits of the Town of Lovettsville, as well as to clarify the uses permitted in the I-1 District generally so as not to preclude the potential for fire and police stations and government buildings in that zoning district classification.

NOW, THEREFORE, BE IT RESOLVED that the Town Council hereby initiates amendment to the Zoning Ordinance of the Town of Lovettsville in order to clarify the zoning requirements for non-residential properties incorporated into the Town by annexation or boundary line adjustment, and requests that the Planning Commission consider and conduct a public hearing on the attached draft amendment, revise the amendment as desired and forward the same together with the Planning Commission's recommendation to the Town Council. The Town Council further instructs the Planning Commission to develop additional provisions and any other reasonable definitions and requirements pertaining to uses located in the I-1 District that the Planning Commission may elect to recommend to the Town Council at this time.

VOTE:

Ayes: Allar, Carder, Gentile, and Jones

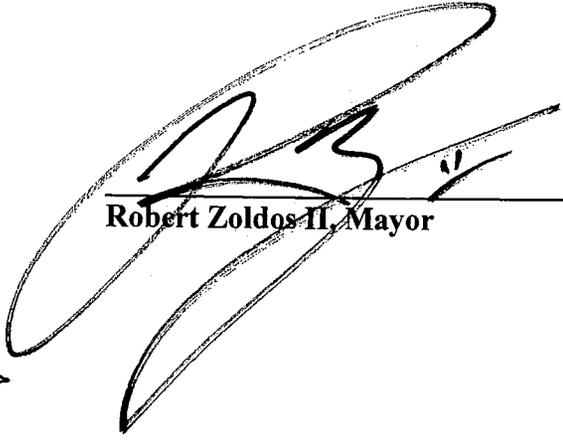
Nays: None

Abstentions: None

Absent for Vote: McIntyre and Senate

The German Settlement

APPROVED: December 8, 2016



Robert Zoldos II, Mayor

CERTIFIED:



Harriet West, Town Clerk