

Town of Lovettsville

Town Council Minutes of the March 9, 2017 Regular Meeting

Call to Order/Pledge of Allegiance

Mayor Zoldos called the meeting to order at 7:30 p.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Avenue, Lovettsville, VA.

Council Members Present

- Mayor Robert Zoldos II
- Council Member Jim McIntyre
- Council Member Rob Gentile
- Vice Mayor Tiffany Carder
- Council Member Kimberly Allar
- Council Member Jennifer Jones

Council Members Absent

- Council Member Mike Senate

Staff Present

- Town Manager Laszlo Palko
- Town Attorney Elizabeth Whiting
- Town Clerk Harriet West
- Zoning Administrator Joshua Bateman

Planning Commission Chairman Frank McDonough and Deputy Sheriff Moats were in the audience.

Pledge of Allegiance

Mayor Zoldos led those assembled in the Pledge of Allegiance.

Presentations

A. Diane Chang, Lovettsville Lions Club – American Diabetes Association Alert Day Proclamation

Diane Chang spoke about the American Diabetes Association Alert Day. The Mayor and Council Members read the Proclamation aloud and Vice Mayor Carder made the following motion:

- Motion:** I move to accept the Proclamation.
Second: McIntyre
Aye: McIntyre, Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: Senate

The Mayor signed the proclamation and presented it to Ms. Chang and other members of the Lions Club.

Comments from the Public

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

Mayor Zoldos referenced an email from Christyna Hunter regarding parking on Pennsylvania Avenue (Attachment 1).

Community Presentation

A. Loudoun County Sheriff's Office

Deputy Moats gave his report and noted that he will be the primary point of contact for the Town, rather than Deputy LoPreto who is transitioning to retirement. Deputy Moats gave an update on gun thefts in Round Hill.

B. Lovettsville Library

Vice Mayor Carder reported on upcoming events.

There were no other community reports.

Town Commission and Committee Reports

A. Lovettsville Planning Commission

Chairman McDonough reported on the boundary line adjustment for the Lovettsville fire station and the upcoming public hearing on the sign ordinance.

B. Events Committee

Councilman McIntyre gave updates on the sponsorship packet and quotes for port-a-johns.

- Love America – Councilwoman Allar reported on the first committee meeting.
- Love Spring – Vice Mayor Carder gave updates on MayFest preparations.
- Love Summer – Councilwoman Jones reported on the movie and band selections, sponsor recruitment, and the next committee meeting.
- Love Fall – Councilman McIntyre reported on the first Oktoberfest meeting and logistics for the July 1 concert.
- Love Winter – Councilwoman Allar reported on the meeting at the barn to organize their section.

C. Business & Tourism Committee

Councilwoman Jones reported on the sponsor packets, branding, and marketing events.

D. Infrastructure Committee

Councilman Gentile reported on dates for the public input meeting for street renaming on S. Church Street. Following discussion, the Council agreed to schedule the meeting on April 25 at the fire house from 6:30-8:00 p.m.

E. Information Flow Committee

Manager Palko reported on the committee's recommendation for recording meetings and said he would present additional information during his budget presentation.

F. Town Attorney Update

Attorney Whiting gave an update on the zoning enforcement initiative.

Additions/Deletions/Modifications to the Agenda

The following changes were made to the Action/Discussion Item agenda:

- Item B. Planning Commission Review of Zoning Districts
- Item C. Outsourcing Real Estate Tax and Auto Decals
- Item D. Keep Lovettsville Beautiful
- Item E. Clock Face Update
- Item F: Branding/Town Square
- Item G: E. Pennsylvania Avenue One-Way Study
- Item H: Town Manager's Fiscal Year 2018 Budget Presentation

Minutes

1. May 12, 2016 Regular Meeting and Public Hearing

Motion: I move to accept the minutes of the May 12, 2016 Regular Meeting and Public Hearing.

By: Carder
Second: McIntyre
Aye: McIntyre, Carder, Allar, and Jones
Nay: None
Abstain: Gentile
Absent: Senate

Action/Discussion Items

A. LVZA 2016-0005: Amendment to Zoning Ordinance Related to Future Boundary Line Adjustment of the LVFRC

Zoning Administrator Bateman presented this item. The Council is being asked to schedule a public hearing on the Council's preferred amendment to the zoning ordinance outlining the zoning designation and related requirements applicable to property annexed by the Town. The purpose of the amendment is to identify alternatives for zoning the three properties to be incorporated by the Town as part of the future boundary line adjustment of the Lovettsville Volunteer Fire and Rescue Company.

Attorney Whiting explained that the Town would need to designate a zoning district that the land falls into once it becomes part of the Town; traditionally, what many jurisdictions do is to designate the least dense zoning district as the holding zone until the property is rezoned. Mr. Palko discussed the need to consider the Town's long-term economic development needs as it related to bringing this property into Town. Mr. Bateman provided a detailed explanation of the zoning district options and the Planning Commission's actions. Manager Palko stressed the need for a balanced approach by allowing drive-throughs as a conditional use in order to meet market demand while protecting residents who have concerns. Mr. Bateman said the Planning Commission was unanimously opposed to drive-throughs because they felt it was inconsistent with the small town charm. Mr. Bateman discussed the results of the Comprehensive Plan survey which showed support for fast food and quick service restaurants. In response to a question from Mayor Zoldos, Planning Commission Chairman McDonough explained the Planning Commission's rationale for keeping industrial uses off of the main road at the entrance to Town. Mr. McDonough also explained the Planning Commission's objection to drive-throughs because it does not fit with the small town vision. Attorney Whiting suggested coming up with an industrial light or commercial light zoning district that provides a non-residential default and is consistent with the Annexation Policy. Following further discussion, the Council agreed to hold a workshop on March 16 and to invite the Lovettsville Volunteer Fire and Rescue Company and the planner from the Fire Department.

B. Planning Commission Review of Zoning Districts

Councilman Gentile made the following motion:

Motion: I move that the Town Council instruct the Planning Commission to proceed with reviewing all Town zoning districts to bring them up to date with the state code and the latest revision of the Planning Commission amendments and report the recommendations back to the Town Council by end of the first quarter of the next fiscal year.

Second: McIntyre

Manager Palko said this is part of the Zoning Administrator's action plan, but staff would like to look at it overall and develop a schedule. Mr. Bateman confirmed this is part of his work plan and he discussed the other items he was tasked with. Mr. Palko said he agrees with the concept but has concerns about the time line. Following further discussion, Councilman Gentile moved to approve the motion as amended by Mayor Zoldos:

Motion: I move that the Town Council instruct staff to develop a comprehensive review plan for Town zoning districts to bring them up to date with state code and the latest revision of the Comprehensive Plan amendments by the end of the fiscal year.

Second: McIntyre

Aye: McIntyre, Gentile, Carder, Allar, and Jones

Nay: None

Abstain: None
Absent: Senate

C. Outsourcing Real Estate Property and Auto Decal Billing to County

Manager Palko presented this item. The Council is being asked to allow the Town Manager to enter into discussions with the County regarding a Memorandum of Understanding for the collection of real estate taxes and vehicle decal fees which will be brought back to Council for approval when completed. Following Mr. Palko's presentation, Councilman McIntyre made the following motion:

Motion: I authorize the Town Manager to negotiate a Memorandum of Understanding between the Town of Lovettsville and Loudoun County for the Consolidation of Tax Billing and Collections to the County, and to bring back the Memorandum of Understanding for final Council approval.
Second: Jones
Aye: McIntyre, Gentile, Carder, Allar, and Jones
Nay: None
Abstain: None
Absent: Senate

D. Keep Loudoun Beautiful

Councilman McIntyre presented this item. He is asking the Council to approve Resolution 2017-03-0002 to support Keep Loudoun Beautiful's efforts in Lovettsville. Specifically, he is looking for two volunteers to help with road-side clean up on April 23, 2017. Council Members Jones and Gentile volunteered to assist. Councilman Gentile made the following motion:

Motion: I move that we adopt Resolution 2017-03-0002: Proclamation to Keep Lovettsville Beautiful Day.
Second: McIntyre

Following discussion regarding concerns about safety issues, the Council agreed to table this item for two weeks until a suitable location was identified

E. Clock Face Update

The Council took a brief recess from 9:58 p.m. to 10:11 p.m. to read Mr. Palko's memorandum regarding the clock faces. The Council is being asked to approve \$1,100 for the cost of additional materials (blue vinyl rings) to fix the illumination problem with the clock faces. Mr. Palko noted that the Town is still \$4,705 under budget for this project. Councilman Gentile made the following motion:

Motion: I move to authorize the Town Manager to work with Christoph Paccard Bell Foundry to install four new clock faces, using the existing rings, that are the same clock faces as the clock face above the future site of the Glockenspiel and facing 287 South, but that have blue vinyl centers.
Second: Jones

A discussion ensued regarding fixing the illumination problem and who should pay for it.

Aye: McIntyre, Gentile, Carder, and Allar
Nay: Jones
Abstain: None
Absent: Senate

F. Scheduling Branding & Town Square Master Plan Sessions

Manager Palko reviewed the upcoming schedule with the consultant, which includes the following meetings between March 21 and March 23:

- Roundtable meetings with Council Members and Events Committee members.

- A Council site walk around of the Town Square.
- A public input meeting.
- A joint Town Council/Events & Tourism Committee meeting to discuss branding and the Town Square Master Plan.
- A business roundtable.
- The consultant's presentation to the Town Council.

G. Town Manager's Fiscal Year 2018 Operating and Capital Budget Presentation

Manager Palko presented highlights of the proposed FY 2018 Operating and Capital Budget and responded to questions from the Council. He noted the following:

- There are strong General Fund and Utility Fund cushions for debt retirement.
- Reserves are strong.
- Operating Budget revenues are strong due to economic development and new housing growth.
- Utility Fund rates will increase three percent and then level off based on inflation.
- New revenue solutions include shifting \$61,000 from the cell tower leases from the Utility Fund to General Fund infrastructure investments, and implementing a 10% trash fee to offset trash expenditures.

Mr. Palko then reviewed the debt retirement, revenues, and reserves for the General Fund and Utility Fund. He noted that the increase in real estate property tax revenue comes from new housing and an increase in the assessed value of homes. He then reviewed proposed expenditures for the Capital Fund, General Fund, and Utility Fund, and the next steps in the budget process.

Information Items

There were none.

Comments from the Mayor and Town Council

Vice Mayor Carder reported on the Community Events Council meeting, family reading night, and the Town mascot's appearance at Lovettsville Elementary School breakfast.

Mayor Zoldos reported on the following:

- Senate Bill 1585, which would have required identification of candidates for local elections by party, was defeated.
- The Town Manager's evaluation will be completed next week.

Adjournment

There being no further business before the Council, the meeting was adjourned at 11:10 p.m.

Respectfully submitted,



Harriet West, Town Clerk

Date Approved: October 12, 2017

Attachments:

1. Written Comments from Christyna Hunter

Town Clerk

From: Christyna Hunter <ireadromance@yahoo.com>
Sent: Wednesday, March 08, 2017 8:05 PM
To: Town of Lovettsville
Cc: townmanager@lovettsvilleva.gov
Subject: Comments on Town Parking Issues

Town Council Members:

Please read this letter at the next town council meeting in order for it to be entered into public comment.

I moved to Lovettsville in June 1999, living at the apartment building located at 12 East Broad Way. I have seen lots of changes to the town since then.

As much as I appreciate the economic development of businesses to the town there have been drawbacks, too. These drawbacks include traffic and parking. For example, Market Table Bistro staff park along North Light Street rather than the restaurant's parking lot. Restaurant patrons do, too. On particularly busy days or nights, especially in the summer, customers too often even erroneously park across the street from MTB in my apartment building's gravel parking lot. On Saturday afternoons, the traffic on North Light Street is often difficult. Parked cars from customers to the restaurant end up making North Light Street a one lane road. Add to it any big events at the library, which is at the end of North Light Street, and this can lead to even more traffic problems. On Sunday mornings, some attendees park along North Light Street or East Broad Way so they can attend service at St. James Church.

Now I have learned that there is to be a coffee shop and art studio located at the old house behind my building, on East Pennsylvania Avenue. I am ecstatic about having one in town! Such a business has been desired by the townspeople for years and I am particularly thrilled to have it so close to me! But my big concern is how this establishment will add to this area's already troublesome parking issues. Adding more parked cars anywhere near this location will likely only increase the above mentioned problems.

In addition, as someone who walks her dog along Pennsylvania Avenue a lot, I am concerned about possible foot traffic to the coffee shop. There is no access to sidewalks and the unsafe speed of some of the drivers that use that street as a short cut through town could cause additional difficulties.

Again, I would like to emphasize that I support having these businesses in town. They enrich our community and add economic development to our town. However the accessibility and parking involved with such businesses within the town limits needs to be addressed now, whether the businesses are new to the area or are already established.

If I can be of assistance on this matter or if there are questions about my comments please feel free to contact me. I would appreciate a response back from the town on my comments as soon as is possible. Thank you for your time and attention.

Sincerely,
Christyna Hunter
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