

# Town of Lovettsville

## Minutes of the Planning Commission Meeting August 2, 2017

### **Call to Order/Pledge of Allegiance**

Chairman Frank McDonough called the meeting to order at 7:30 p.m. The meeting was held at the Lovettsville Town Hall, 6 East Pennsylvania Ave, Lovettsville, VA.

### **Present at Meeting**

- Commissioner Chris Hornbaker
- Commissioner Shiva Schilling
- Commissioner Nate Fontaine
- Vice Chair Stephanie Wolf
- Chairman Frank McDonough

### **Absent**

- Commissioner Tom Ciolkosz
- Commissioner George Mayor

### **Staff Present**

- Planning Director/Zoning Administrator Joshua Bateman

### **Pledge of Allegiance**

Chairman McDonough led those assembled in the Pledge of Allegiance.

### **Public Comment**

Chairman McDonough called for comments from the public. There were none.

### **Additions/Deletions/Modifications to the Agenda**

There were none.

### **Planning Commission Minutes**

#### **A. April 15, 2015 Regular Meeting and Public Hearing**

Motion: I move to approve the minutes of the April 15, 2015 meeting as amended.

By: McDonough

Second: Fontaine

Aye: Schilling, McDonough, Wolf, and Fontaine

Nay: None

Abstain: None

Present: Hornbaker

Absent: Ciolkosz and Mayor

#### **B. May 6, 2015 Regular Meeting**

Motion: I move to approve the minutes from May 6, 2015 as presented.

By: Wolf

Second: Fontaine

Aye: Schilling, Wolf, Fontaine, and McDonough

Nay: None

Abstain: None

Present: Hornbaker

**Absent:** Ciolkosz and Mayor

C. May 20, 2015 Regular Meeting

**Motion:** I move to approve the minutes of May 20, 2015 as presented.  
**By:** Schilling  
**Second:** Fontaine  
**Aye:** Schilling, Wolf, McDonough, and Fontaine  
**Nay:** None  
**Abstain:** None  
**Present:** Hornbaker  
**Absent:** Ciolkosz and Mayor

D. June 3, 2015 Regular Meeting

**Motion:** I move to approve the minutes of the June 3, 2015 meeting as presented.  
**By:** Schilling  
**Second:** Fontaine  
**Aye:** Schilling, Wolf, Fontaine, and McDonough  
**Nay:** None  
**Abstain:** None  
**Present:** Hornbaker  
**Absent:** Ciolkosz and Mayor

**Zoning Administrator Monthly Activity Report**

Mr. Bateman presented a written report for June 2017 and responded to questions from the Commissioners regarding the Lovettsville Glen Subdivision, the application for the Lovettsville Volunteer Fire and Rescue Company Annexation, zoning permits for Heritage Highlands that he denied, progress on the Lemp property, and the Town Square Master Plan.

**Action/Discussion Items**

A. LVZA 2017-0005: Preparation of Amendment to Zoning Ordinance (Article VII) Regarding Standards for Uses in Commercial and Industrial Zoning Districts.

Mr. Bateman presented this item. The Planning Commission is being asked to continue developing the amendment to Article VII (Commercial and Industrial Zoning Districts) of the Zoning Ordinance by discussing the potential inclusion of performance standards. The Commissioners discussed access and specific performance standards, including buffering/screening, hazardous materials, outdoor storage, aboveground storage tanks, service/loading bays and garage doors, energy-efficient technologies, building height, noise/vibration, opens space and trails, and parking lots.

The Commissioners discussed eliminating the T-C Town Center Commercial/Fringe category from the Commercial/Industrial Districts and then reviewed and discussed specific uses for retail, food services, and personal services in C-1 Community Commercial, C-2 Mixed Use Business District, and CI-1 Commercial and Limited Industrial/Flex District. Upon completing the review of the personal services section, Commissioner Wolf made the following motion:

**Motion:** I move to table the rest of what we have until the next meeting.  
**Second:** Schilling  
**Aye:** Schilling, McDonough, Wolf, Fontaine, and Hornbaker  
**Nay:** None  
**Abstain:** None  
**Absent:** Ciolkosz and Mayor

**Information Items**

Vice Chair Fontaine reported on the upcoming Planning Commission meeting of COLT (Coalition of Loudoun Towns), which will include a presentation on Envision Loudoun.

**Next Meeting**

The next meeting of the Planning Commission will be held on August 16, 2017.

**Committee Reports**

Vice Chair Wolf gave an update on upcoming Movies on the Green and Oktoberfest.

**Comments from the Mayor and Commissioners**

There were none.

**Adjournment**

There being no additional business to come before the Planning Commission, the meeting was adjourned at 9:11 p.m.

Respectfully submitted,



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Harriet West, Town Clerk

Date Approved: December 6, 2017

Attachments:  
None