



ROUND HILL TOWN COUNCIL
REGULAR MEETING
AGENDA
October 10, 2019
7:30 PM

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call**
- III. Joint Planning Commission & Town Council Public Hearing:**
 - a. CPAM 2019-01
- IV. Special Meeting of the Planning Commission**
 - a. Recommendation from Planning Commission on CPAM 2019-01
- V. Public Comment:**
 - a. *Visitors to the meeting may address the Council at this time. Each speaker is asked to state their name for the record and to please limit their presentation to five minutes. The speaker's item may be placed on the agenda for the next meeting.*
- VI. Adoption of Regular Meeting Agenda (Amendments & Deletions)**
- VII. Monthly Reports from Committee & Special Project Chairs:**
- VIII. Approval of Minutes**
 - a. Town Council Work Session Minutes September 5, 2019
- IX. Business Items:**
 - a. Town of Round Hill Lapel Pins
 - b. FY 2020 Capital Improvement Projects Update
 - c. Rt. 9 Traffic Management Plan (Hillsboro Project in Relation to Round Hill)
 - d. Proposed Boundary Line Adjustment (Discussion of Short-Term Area)
- X. Action Items:**
 - a. Resolution 2019-01: Intent to Amend Comprehensive Plan
- XI. Departmental Reports:**
 - a. Planning Commission
 - b. Town Administrator
 - c. Mayor
- XII. Special Action Items:**
- XIII. Town Council Comments**
- XIV. Closed Session**
- XV. Meeting Adjournment**

**ROUND HILL TOWN COUNCIL
WORK SESSION MINUTES
September 5, 2019**

A Work Session was held by the Round Hill Town Council at the Town Office, 23 Main Street, Round Hill, Virginia, on Thursday, September 5, 2019, at 7:30 p.m.

Council Members Present

Scott T. Ramsey, Mayor
Mary Anne Graham, Vice-Mayor
Donald W. Allen
Amy E. Evers
Melissa Hoffmann

Council Members Absent

Michael B. Hummel

Staff Members Present

Melissa Hynes, Town Administrator/Zoning Administrator
Rob Lohr, Project Specialist

Others Present

Arlene McGinnis
Gil Paist
Paul Smith
Wes Cantrall
Jacki Feijoo
Tony Feijoo

IN RE: CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Ramsey called the meeting to order at 7:33 p.m. Vice-Mayor Graham led those present in the Pledge of Allegiance.

IN RE: ROLL CALL

Mayor Ramsey stated that with all members of the Town Council, except Councilperson Hummel, and the Mayor in attendance, a quorum was established. The Mayor also noted that there is a vacancy on the Council at this time.

IN RE: PUBLIC COMMENT

Mr. Wes Cantrall, of 17771 Airmont Road, Round Hill, spoke. Mr. Cantrall thanked the Council for the replacement light fixtures recently installed in his neighborhood. Mr. Cantrall then noted

that he previously spoke to the Town Council regarding the Comprehensive Plan Amendment under consideration, and reiterated his opposition to the proposal, especially in regard to the Weona Villa property located adjacent to his subdivision. Mr. Cantrall stated his belief that the development proposed for the site was a bad idea a couple of years ago, and is a bad idea now, and noted specifically that the proposal to build twenty houses for low-income and/or first-time homebuyers may have a negative impact on property values. Mr. Cantrall explained that the social media campaign which was launched by residents in opposition to the project is being taken up again, and noted that, of the approximately 1,500 people who have joined the on-line campaign, no one is in favor of the project. Mr. Cantrall also reported that he has contacted Supervisor Buffington regarding residents' opposition to this plan. Mr. Cantrall stated that he is unsure how the proposed development protects the character of Round Hill, and noted that there are no services in close proximity to the site. Mr. Cantrall noted that more houses are to be built on Airmont Road, as well, and stated that the additional development diminishes the value of the Town, which is, in part, the "hometown feel" of Round Hill. Mr. Cantrall also noted his concern that the continued development will create growth which resembles that of the eastern part of the County. Mr. Cantrall thanked the Council, which in turned thanked him.

Ms. Arlene McGinnis, of Lakefield Road, Round Hill, then spoke, noting her agreement with Mr. Cantrall regarding the proposal to extend utility service to the parcels on the east side of Round Hill. Ms. McGinnis also noted that surveyors were recently seen on a one-hundred-acre property, which adjoins her property, at the end of Lakefield Road, and asked why they were there. Mayor Ramsey responded that the surveyors were not working on behalf of the Town, and noted it is possible that the property, which is owned by Round Hill Investors, and which has been for sale for some time, may have a potential buyer. In response to Ms. McGinnis' question regarding whom she could contact regarding the property, Mayor Ramsey explained that she may contact Mr. Kevin Rogers, who represents Round Hill Investors.

There was no further public comment.

IN RE: ADOPTION OF REGULAR MEETING AGENDA (Amendments & Deletions)

Vice-Mayor Graham made a motion to adopt the Agenda, with the deletion of *Capital Projects and Parks*, under *Monthly Reports from Committee and Special Project Chairs*, to remove the *Town Council Vacancy Application Review* from the Closed Session, and to add *Discussion of Personnel Matters* to the Closed Session; Councilperson Evers seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

IN RE: MONTHLY REPORTS FROM COMMITTEE & SPECIAL PROJECT CHAIRS

a. Utility Operations

Vice-Mayor Graham presented this item. Ms. Graham reported that the Town has hired a new maintenance employee, whom, Project Specialist Lohr explained, will assist with maintenance issues at the Wastewater Treatment Plant and at other Town facilities, such as parks and the Town Office. Vice-Mayor Graham asked to clarify if the position of Water Operator has been filled; Staff noted that an offer has been made, and that the candidate has verbally accepted the position. Mayor Ramsey asked if, upon this position being filled, the Maintenance Staff will be at full strength; it was noted that it will. Vice-Mayor Graham reported that the generator at the well in the Stoneleigh subdivision has been installed and is operational, in the event it is needed; Mayor Ramsey congratulated Project Specialist Lohr on the successful completion of this project.

Project Specialist Lohr reported that Staff is still working with VDOT to schedule paving in Round Hill, which it is believed will occur in late September or early October; all of Loudoun Street (Business Route 7) will be paved. Mr. Lohr noted that Town Staff has completed all the preparatory work for the paving. Project Specialist Lohr explained that paving for the secondary streets in Round Hill is currently scheduled for next year, but that Town Staff has requested a meeting with VDOT to request that this work be completed sooner. Mr. Lohr also reported that the request has been made to VDOT for paving to be done during the daytime hours; Mr. Lohr noted that, originally, this request was rejected, but that it has been made again and that VDOT has shown a willingness to consider the request. Project Specialist Lohr noted that Staff has requested a two- to three-week notice, at the minimum, prior to the beginning of this work.

Vice-Mayor Graham addressed a disruption in water service caused by a developer illegally flushing a line in the Brentwood Springs subdivision, and noted that the Town is investigating if recompense may be sought.

b. Capital Projects & Parks

Mayor Ramsey noted that, although this item had been removed from the Agenda earlier in the meeting, he felt an announcement was in order; Mr. Ramsey referenced an e-mail sent to Council Members by Project Specialist Lohr, which stated that an invitation to bid on the Franklin Park Trail/Main Street Enhancement Project has been advertised by the County. Mayor Ramsey noted that this is a major milestone, to be followed by a three-to-four-month process; the project likely will not begin until next year. Project Specialist Lohr reported that a pre-bid conference will be held approximately two weeks from now, with bids due by November 5, 2019; Mr. Lohr and Town Administrator Hynes will participate in the pre-bid conference.

c. Administration, Communication & Technology

Town Administrator Hynes reported that she recently participated in a conference call with the Director of Human Resources for Virginia Risk Sharing Association (VRSA), the

insurance division of the Virginia Municipal League (VML), regarding Round Hill's Personnel Policy Manual. The VRSA representative reviewed the manual and provided suggestions for improvements; Town Administrator Hynes stated that she will prepare an updated, red-line version of the manual, using these suggestions, for Council review. This version will be provided for the first Town Council meeting in October. Town Administrator Hynes stated that she will meet with Councilperson Evers, chair of the Administration, Communication and Technology Committee, to devise a plan for updating the Personnel Policy Manual.

Mayor Ramsey asked for a report on the status of the Town's website redesign; Town Administrator Hynes reported that content is being transferred to the new website, which should be operational before Christmas.

Councilperson Evers stated that she is looking forward to working with Town Administrator Hynes to determine how the committee will move forward.

IN RE: APPROVAL OF MINUTES

a. July 11, 2019 Town Council Work Session

Vice-Mayor Graham moved **that the minutes be approved**. Mayor Ramsey noted that the time of adjournment of the meeting is missing in the minutes, replaced by a blank; as no one who attended that meeting could remember the time of adjournment, the notation was retained as presented. Councilperson Evers then seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 3-0-1, with Councilperson Allen abstaining and Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Abstain
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

b. July 25, 2019 Regular Meeting Minutes

Vice-Mayor Graham noted the following corrections: a misspelling on page three, in the first paragraph (a missing *s* on the word *miss*); on page ten, in paragraph two, a missing letter in the acronym for Americans with Disabilities Act (the notation should read *ADA* rather than *AD*); on page ten, in the fourth paragraph, in the first line, the word *the* is incorrect, and should be the word *that*; on page thirteen, in the first paragraph, the word *churches* is missing the final letter *s*; and, on page fourteen, in the first paragraph, the second sentence was incomplete, and should read "*...Buffington serves as a member of the Capitol Police Department, and was seen on television.*" Mayor Ramsey noted that the time that the meeting was called to order, and was adjourned, were missing from the

minutes; the 7:30 p.m. beginning time, and the 10:00 p.m. adjournment time were included in the minutes. There were no further corrections. Vice-Mayor Graham then made a motion **to approve the minutes, as amended**; Councilperson Evers seconded the motion. There was no discussion. A vote was held; the minutes were approved 2-0-2, with Councilpersons Allen and Hoffmann abstaining, and Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Abstain
Melissa Hoffmann	Abstain
Mary Anne Graham	Aye
Amy E. Evers	Aye

IN RE: BUSINESS ITEMS

a. Council Vacancy

Mayor Ramsey stated that no applications have been received for the vacant position on the Town Council, and that advertising the vacancy will continue. Mr. Ramsey also noted that no one has applied to fill the vacant position on the Planning Commission. Mayor Ramsey stated that an article regarding the vacancies will be included in the next Town newsletter.

b. CPAM 2019-01: Extension of Water & Sewer Service Comprehensive Plan Amendment – Schedule Date for Joint Council/Planning Commission Public Hearing
Mayor Ramsey explained that the Planning Commission has completed its work on this amendment, and that its next step is to go to Public Hearing; the Planning Commission has requested that a Joint Public Hearing be scheduled. Mr. Ramsey noted that the purpose of this discussion is not to debate the amendment, but rather to determine if the Council feels the amendment is ready to move to a public hearing, and if Council wishes to hold a Joint Public Hearing. Mayor Ramsey also explained that, if the Council wishes to make any changes to the document, it will be returned to the Planning Commission for those changes to be made, prior to a public hearing. Vice-Mayor Graham suggested that the first Town Council meeting in October, scheduled for October 10th, would be the appropriate time to hold a Joint Public Hearing; Council and Staff agreed with this suggestion. Vice-Mayor Graham then moved **that the Town Council schedule a Joint Public Hearing for CPAM 2019-01, on October 10, 2019, at 7:30 p.m.**; Councilperson Allen seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

Mayor Ramsey directed Staff to schedule and advertise the hearing.

c. Creekside at Round Hill, Phase 3 – Request for Bond Reduction

Town Administrator Hynes presented this item, explaining that this pertains to the Water and Sewer Performance Bond. Ms. Hynes reported that Town Engineer Lane has reviewed the request for a reduction of the bond to twenty percent, and has recommended that it be accepted. Councilperson Allen then moved **that the Round Hill Town Council approve the Bond Reduction Request made by Creekside Land, LLC, for Creekside at Round Hill Phase 3 for a Reduction of Bond #1069684 to twenty percent of the original bond, to \$68,420.00, and that the Town retain the bond until the entire development is complete, including final street paving, or the Town has accepted the final phase of the water and sewer utilities, whichever is later;** Councilperson Hoffmann seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

d. FY2021 County CIP Funding Request

Project Specialist Lohr presented this item, explaining that, each year, Loudoun County provides towns the opportunity to submit funding requests for CIP projects which meet one of the two following criteria: 1) capital improvements to facilities owned by the County or located within a town, but run by the County; and, 2) local pedestrian or transportation related improvements that benefit the County. Mr. Lohr noted that Round Hill has received funding under this program for projects including Sleeter Lake Park, and \$500,000.00 in funding to assist with the Main Street Enhancement Project. Project Specialist Lohr reported that one suggestion was received by Staff from Council, to request funding for the purchase of two Variable Message Signs; as the cost for a higher-end, solar-charged sign is approximately \$20,000.00, a request would be made for \$40,000.00. Mr. Lohr noted that these signs, if purchased by the Town, would also be made available to the schools and nearby parks. Project Specialist Lohr provided two additional suggestions: 1) to ensure that the \$500,000.00 in funding currently set aside for the Main Street Enhancement

Project is carried over from FY2020; and, 2) to request additional funding as needed in FY2021 for the Main Street Enhancement Project, following receipt of bids. Mr. Lohr stated that a third possible funding request would be for a matching share for later phases of the Main Street Enhancement/Franklin Park Trail Project; however, Mr. Lohr noted, it may be several years before the Town is ready to proceed with that work. Therefore, Mr. Lohr stated, Staff recommends that the following requests be made: 1) for funds for the purchase of two Variable Message Signs; and, 2) for confirmation that the current funding of \$500,000.00, for pedestrian improvements, be carried over. It was noted that the deadline for submission of these requests is September 30, 2019. Mayor Ramsey noted that all of the funding previously received for use at Sleeter Lake Park has not yet been spent, and asked if the engineering design for the water line to the park has been completed; Project Specialist Lohr reported that work continues on that design. Mayor Ramsey asked if a funding request could be made for this project under this program; discussion ensued regarding the water line project, with Mr. Lohr noting that existing funds could be reallocated, and/or an additional request for funding could be made of the County. Mayor Ramsey noted that he has spoken with the leadership of the Round Hill Owners' Association (RHOA) regarding the easement for the extension of this line to the park, and they verbally indicated that they do not expect there to be any issues with this request. Mayor Ramsey directed Staff to provide a plat to the leadership of the RHOA, upon its completion.

Mayor Ramsey then reviewed the suggestions made by Staff regarding the funding requests. Councilperson Evers asked if it would be possible to include a flashing speed limit sign on each of the Variable Message Signs; Project Specialist Lohr stated that he will make the request for that add-on feature. Vice-Mayor Graham then moved **that the Town Council direct Staff to forward the following projects to the County for funding under the FY2021 CIP Budget: two Transportation Variable Message Signs to advertise special programs and events, and to indicate violation of speed limits; and, confirmation of the carryover of \$500,000.00 from FY2020 for Main Street and to request any additional money needed for FY2021 after the bids come in later this year.** Councilperson Evers seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

e. Phase 2 Streetlight Installation Project

Project Specialist Lohr presented this item, reporting that Round Hill is one of the first communities in Virginia which has all LED streetlights, and is the only town, city or county which has full-cut-off, dark-sky compliant lights. Mr. Lohr noted that the program implemented by the Council will provide for dark-sky compliance and will result in a savings to the Town. Project Specialist Lohr provided a brief recap of the program, thus far, noting that it began with the installation of three light fixtures, as a pilot program, proceeded to the installation of thirty-five fixtures in Lake Ridge Estates and in various sections of Round Hill, and will be completed with the replacement of the remaining thirty-three fixtures in Town, if the Council decides to go forward with this second phase of the program. During the past forty-five days only one inquiry has been received from the public, and was responded to by Staff. Project Specialist Lohr also noted that, through adjustments made to the lumens/wattage of the lights during this initial phase, an agreement has been reached on the preferred wattage to be used throughout the Town. Discussion ensued regarding the three to four private lights in place in the areas included in the project, and if they could be replaced under this program; it was noted that they could, with the Town assuming the cost of the fixtures, and the private account holder continuing to pay for the electricity used, with it being noted that their costs will decrease with the use of the new LED lights. It was the consensus of the Council that these lights should be replaced; Project Specialist Lohr will meet with the property owners to provide the details of this proposal. Mayor Ramsey asked if it would be possible to obtain before and after aerial photographs of the Town, taken at night; Project Specialist Lohr stated that he will determine a way to accomplish this. There was no further discussion. Councilperson Allen then moved **that the Town Council authorize Staff to proceed with Phase 2 of the LED streetlight changeout program which involves installing the final thirty-three LED shoebox lights on Main Street, Loudoun Street, New Cut Road, and Mosby Street/Longstreet Avenue;** Vice-Mayor Graham seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

f. Council Strategic Planning Retreat & Annual Survey – Discussion

Town Administrator Hynes presented this item, explaining that, as in past years, a Strategic Planning Retreat will be held to set goals for the upcoming year; additionally, this year's retreat will serve to kick-off budget discussions for the upcoming fiscal year. Ms. Hynes noted that a survey will be sent to Council Members in September, which will be used at the retreat to determine projects Council may wish to undertake next year; the Strategic

Action Plan will then be voted upon at a November Town Council meeting. Town Administrator Hynes also explained that, in order to meet County deadlines, budget discussions will begin in December this year. Finally, Ms. Hynes noted that Utility Supervisor Feltner will be more involved in this process. Town Administrator Hynes stated that she will endeavor to provide additional, targeted information to Council regarding "big ticket" items, such as proposed upgrades to the Wastewater Treatment Plant.

Council Members indicated their desire to hold the Strategic Planning Retreat in the evening, with it tentatively scheduled for October 30th. The meeting will begin with a meal at 5:30 p.m., and the meeting will commence at 6:00 p.m. It was noted that the public is welcome to attend the meeting, but that no public comment will be heard.

g. Employee Recognition Policy

Vice-Mayor Graham presented this item, noting that a revised version of the policy has been provided to Council Members; this version includes changes requested by the Council. Vice-Mayor Graham stated that she will work with Town Administrator Hynes to implement the policy, if approved by the Council, and that an award recognition ceremony will be held prior to the Christmas holidays. Town Administrator Hynes noted that she will explore options to the use of a certificate in presenting these awards; it was decided to change the term *certificate* to *memento* in the document. Vice-Mayor Graham then made a motion **that the Town Council adopt the Town of Round Hill Awards Program, as amended**; Councilperson Evers seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

Town Staff will integrate this policy into the Policy Manual.

h. Sewer-Only Billing Policy

Vice-Mayor Graham presented this item, noting that it is being raised this evening in order to bring the topic to the attention of Council; Ms. Graham reported that the issue arose following a customer complaint. Vice-Mayor Graham explained that there are twelve customers in the Town's service area which are provided sewer only, as they have private wells; the customer complaint has raised the issue of how to appropriately bill for service at these properties. Vice-Mayor Graham explained that, in about 2009, it was determined that customers with unmetered private wells would be billed for 9,000 gallons for the two-month billing cycle; Ms. Graham further explained that the meters in place at two

customers' residences have broken, and that one customer has requested the meter be replaced, as the usage at that site is less than 9,000 gallons per billing cycle. Vice-Mayor Graham stated that the Ordinance states that these customers are required to pay for a meter on their property, even though water and sewer customers do not normally pay for the meters. Vice-Mayor Graham explained that the materials contained in Council Members' packets include proposed revisions to the Town's Ordinance concerning meters at properties served by private wells and Town-provided sewer. Discussion ensued regarding if, under the current Ordinance, the Town is responsible for the cost of installing meters at these properties; Mayor Ramsey read from the Ordinance, in which it states that the Town is to provide the meter, to be installed at the customer's expense, with it being the Town's responsibility to replace a broken meter. Mayor Ramsey further noted that the Ordinance is vague, and that it suggests that the customer may choose to have his/her water usage metered, or to pay a flat rate. Mayor Ramsey stated his belief that it would be preferable for all customers to have their usage metered. Vice-Mayor Graham noted that one of the customers affected by this may attend the next Town Council meeting, and stated that she would like for Council to uphold the policy by which the Town provides the meter, and the customer pays for its installation. Councilperson Allen sought to clarify the issue being raised by the Vice-Mayor, that Council should determine whether or not it should inform the customer that the Ordinance may be amended, and that no charges for the meter will be assessed prior to any potential amendment of the Ordinance. Mayor Ramsey reiterated his belief that the Town should replace meters for sewer-only customers, just as it does for all other customers.

i. Excess Water Usage Policy

Vice-Mayor Graham introduced this item, noting that this issue has been under discussion for some time, but that a vote has been delayed so that as many Council Members as possible could participate. Mayor Ramsey provided a summary of the current Excess Water Usage Policy, under which, if a leak occurs, sewer charges for that time period may be forgiven by the Town Administrator, with the customer responsible for payment of the water charges. Because of an instance in which a service line leak occurred, which was not easily detectable, Council discussed the possibility of allowing for the forgiveness of some portion of the water charges in any similar instance; the amount forgiven would be above the normal, customary usage by the customer. Mr. Ramsey explained that the amendment to the Excess Water Usage Policy before Council this evening, prepared by Vice-Mayor Graham, would allow for this type of adjustment. Vice-Mayor Graham then made a motion **that the Town Council amend the Leak/High Usage Adjustment Conditions Policy, as presented**; Councilperson Allen seconded the motion. There was no discussion of the motion. A vote was held; the motion was approved 3-1, with Vice-Mayor Graham voting no and Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffmann	Aye
Mary Anne Graham	Nay
Amy E. Evers	Aye

Mayor Ramsey requested that Staff post an updated version of the policy on the Town's website.

IN RE: SPECIAL ACTION ITEM

a. Schedule Joint Town Council/Planning Commission Public Hearing on CPAM 2019-01

This item was addressed under *Business Items "b."*

IN RE: TOWN COUNCIL COMMENTS

Vice-Mayor Graham reported that Michelle Hummel is creating a drawing of the design for the proposed lapel pins, which may be ready for presentation to the Council by the next meeting. Additionally, Ms. Graham stated that plans are underway for the next Appalachian Trail Festival, and that anyone who is interested may volunteer to assist with this event; those who are interested in helping should inform Town Administrator Hynes.

Mayor Ramsey reported that the Coalition of Loudoun Towns (COLT), along with the *Loudoun Times-Mirror* and *Loudoun Now*, is co-sponsoring a series of debates for the candidates for the Board of Supervisors, for the western and at-large representatives to the Board; Mr. Ramsey provided the location of each of these events, all of which will begin at 7:00 p.m. It was noted that the organizers of the debates hope to live-stream the sessions. Additionally, Mr. Ramsey reported, all of the candidates have agreed to participate in the debates.

Mayor Ramsey also reported that he recently spoke to Joe Luppino-Esposito, the president of the Round Hill Owners' Association (RHOA), regarding the proposed new well, to determine if the RHOA is willing to negotiate with the Town regarding locating the well at the site on RHOA property. Mayor Ramsey stated that a main concern of the association is the water rates, which, he informed them, are not open to negotiation; however, he explained to Mr. Luppino-Esposito that the equalization of water rates could be addressed through the boundary line adjustment process. Mayor Ramsey stated to Mr. Luppino-Esposito that a majority of the residents in the RHOA would have to agree to being included inside the Town's boundaries for that process to move forward. Mayor Ramsey noted that he wanted the members of the Council to be aware that the RHOA may be willing to consider a boundary line adjustment.

Vice-Mayor Graham welcomed Town Administrator Hynes back; additionally, she reported that she will not be at the next Town Council meeting.

IN RE: CLOSED SESSION

Vice-Mayor Graham moved that the Round Hill Town Council recess its open meeting and convene a closed session to discuss personnel issues, as required by the Virginia Freedom of Information Act, §2.2-3711(A)(1); those invited to participate are all Town Council Members and Town Administrator Melissa Hynes. Councilperson Evers seconded the motion. There was no discussion of the motion. A voice vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffman	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

Mayor Ramsey declared that the Town Council is now in a Closed Session, and called for a recess at 9:10 p.m.

IN RE: ADJOURN CLOSED SESSION AND RECONVENE OPEN MEETING

Vice-Mayor Graham moved that the Round Hill Town Council adjourn its Closed Session and reconvene its open meeting; Councilperson Evers seconded the motion. There was no discussion. A voice vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffman	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

IN RE: CERTIFICATION OF CLOSED SESSION

Vice-Mayor Graham moved that the Round Hill Town Council certify that, while in Closed Session, the Round Hill Town Council discussed only those matters that were contained in the motion by which the Town Council convened its Closed Session, and that were lawfully exempt from open meeting requirements; Councilperson Allen seconded the motion. There was no discussion. A voice vote was held; the motion was approved 4-0, with Councilperson Hummel absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael B. Hummel	Absent
Donald W. Allen	Aye
Melissa Hoffman	Aye
Mary Anne Graham	Aye
Amy E. Evers	Aye

Mayor Ramsey stated that the Town Council is now in Open Session

IN RE: MEETING ADJOURNMENT

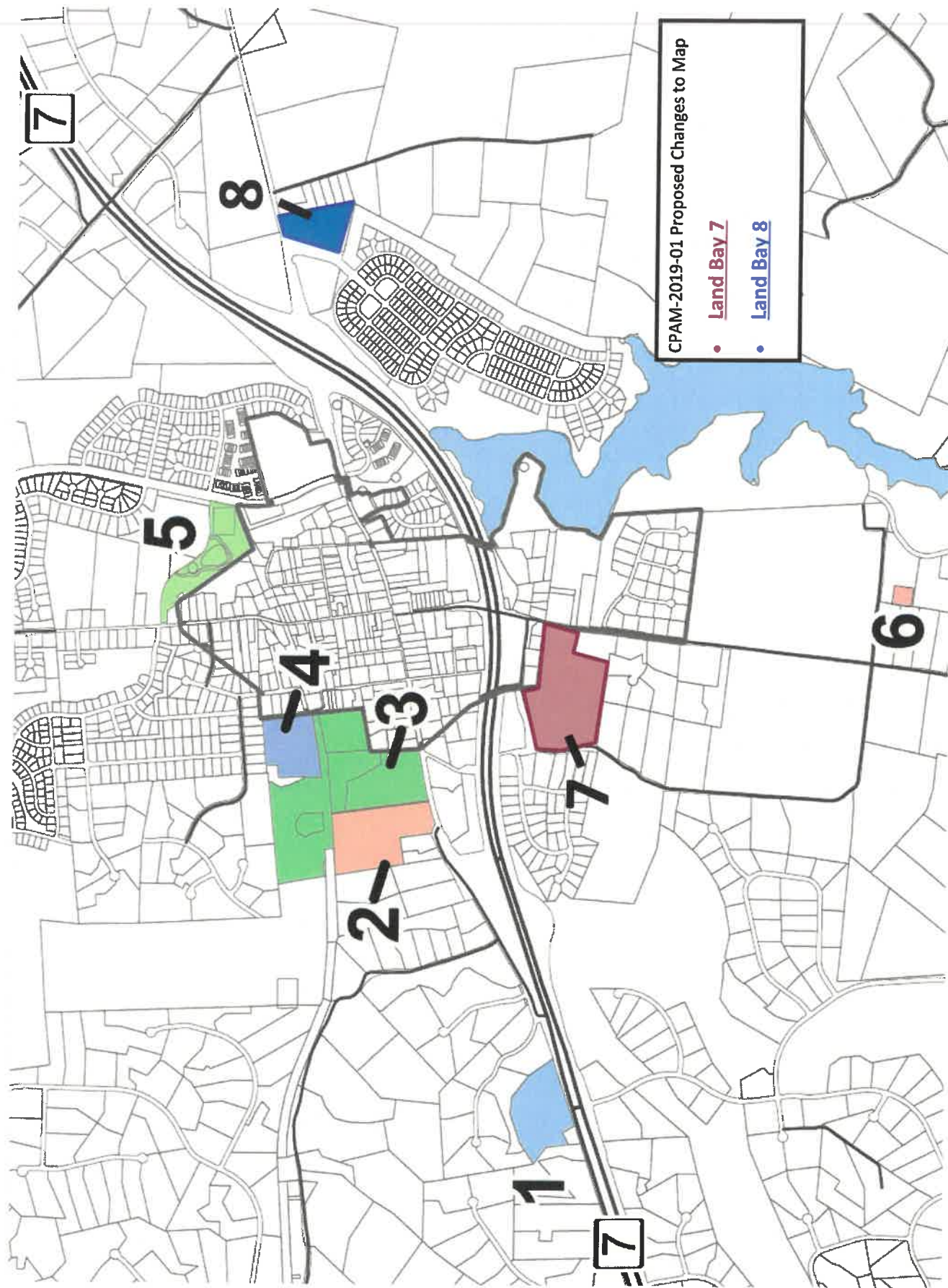
The meeting was adjourned by Mayor Ramsey at 9:45 p.m.

Respectfully submitted,

Scott T. Ramsey, Mayor

Debra McDonald, Recording Secretary

CPAM-2019-01 Amendment to the 2017 Comprehensive Plan—Map Proposed to be Amended



Planning Commission Amendment to Comprehensive Plan

CPAM 2019-01 Draft #5

August 6, 2019

Amendment to Chapter 12 – Greater Round Hill Area:

Land Use Policy for Areas to Consider for Future Extension of Water & Sewer Service within the Greater Round Hill Area:

Uses: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels for the following uses (subject to the Conditions described below):

1. A Town, County, or State-owned Public Facility or Community Facility that would address the unmet needs for recreation opportunities or public services.
2. Residential housing that would address the unmet housing needs of the Greater Round Hill Area, specifically workforce housing, senior housing, or universal design housing or that would provide supportive services for the aged, infirm, or disabled.
3. Nursing home, Residential Care Facility, or assisted living facility that would address the unmet needs of housing for the aged, infirm, or disabled and providing continuous services and care.

Conditions: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels under the following conditions (subject to the Uses described above):

1. Proposed use complies with the goals, objectives, and strategies of the Round Hill Comprehensive Plan.
2. Proposed use shall not impact the integrity or authenticity of the historic character of the Town. Proposed use shall be compatible with the features, size, scale, and proportion of buildings in the Round Hill Historic District.
3. Proposed use is not a townhouse development.
4. Proposed use has made reasonable efforts to mitigate impacts of the use on surrounding properties and the Town.
5. The Town determines that there is sufficient water and sanitary sewer capacity for the intended use.

Locations: Town would consider the extension of the Town Water & Sewer Service Area

(subject to the Uses and Conditions described above) for the following parcels:

1. Specific Property Identification Numbers:

585-39-6152
585-39-2148
585-39-2030
555-28-5759
555-38-1231

2. Non-Specific Properties:

Town would support the extension of the Town Water & Sewer Service Area to a property adjacent to the Town Boundary or the Town JLMA, which is owned by the Town of Round Hill, Loudoun County, or the State of Virginia that has been designated as future public facilities or community facilities.

Amendment to Chapter 14 - Glossary:

1. **“Residential Care Facility”** - An adult and/or child caring facility licensed by the Virginia State Department of Behavioral Health and Developmental Services to provide residential services to individuals who are mentally or physically impaired, or developmentally disabled, or licensed by the Virginia State Department of Social Services to provide residential services to individuals who are aged, infirmed, or disabled.

Chapter 12

GREATER ROUND HILL AREA

PART 1: BACKGROUND

Section 1: Introduction

As an incorporated town, the Town of Round Hill governs its land use matters through its own Planning Commission and Town Council. Development within the Town's boundaries is regulated by the Town Zoning Ordinance and the Subdivision and Land Development Ordinance, and is subject to review by a Town Council-appointed Planning Commission. Land immediately outside the corporate limits is subject to County zoning regulations and review. The Town and the County's participation in the planning process is vital to ensure that a smooth transition in land uses will occur in accordance with the Town's goals and policies. The Loudoun County Revised General Plan builds on the objectives set forth within the 1990 Round Hill Area Management Plan (RHAMP). These plans recognize the importance of towns as nodes for development and growth. The Loudoun County Revised General Plan establishes a comprehensive strategy for balancing new growth and development with the existing community, while considering the unique and varied needs of the Greater Round Hill Area.

Section 2: County Growth Management Policies

The Town supports the following the Loudoun County Comprehensive Plan (known as the Revised General Plan) Growth Management Policies as they relate to the Round Hill Joint Land Management Area:

- a. The purpose of Joint Land Management Areas around some of the towns in the County is to accommodate growth emanating from them and to establish distinct boundaries between the Towns and the adjacent policy area. The County will work with town officials to improve coordination on land use, annexation and other matters affecting the Joint Land Management Areas.
- b. New non-government development is encouraged to locate within the corporate limits of the Towns before moving into contiguous designated Town Joint Land Management Areas (JLMAs) to facilitate the compact and efficient use of resources.
- c. Planning and policy documents in the JLMAs will be adopted by the County through cooperative planning efforts with the towns, and decisions on land use applications concerning land in the JLMAs will be made by the County in consultation and collaboration with the Towns.
- d. The County will coordinate with the towns on rezonings and subdivision development within the areas surrounding the towns and in designated JLMAs regarding the provision of utilities, public facilities, and compliance with community design, growth management, and other goals and policies stated in the Revised General Plan and applicable area plans.

- e. The Board of Supervisors will establish joint Town and County committees to oversee planning efforts in the JLMAs, assign staff as required to provide technical support, and encourage a public process to invite the participation of Town and County residents.
- f. The Revised General Plan seeks the creation of a “greenbelt”, depending on topography and physical features, around the towns and/or their JLMAs to assist in maintaining the distinct character of each town.
- g. The County will seek the implementation of a greenbelt through dedication of open-space easements, purchase of development rights, large-lot subdivisions, clustering, open space or cash-equivalent proffers, transfer of development potential, and other means.
- h. As water and sewer are extended into a JLMA, annexation of the area by the Town will be encouraged by the County.
- i. The County will coordinate closely with the towns on residential subdivisions proposed outside the town limits.
- j. The County will coordinate with the Towns on development issues in order to promote fiscally balanced growth that will not unduly strain County or Town resources, including County and Town budgets, the natural environment, public facilities and utilities.

Section 3: Agricultural Rural Zoning

Almost all of the land outside of the JLMA, but within the Greater Round Hill Area is zoned Agricultural Rural-1 (AR-1) by Loudoun County. The use of the AR-1 Zoning District benefits the Town of Round Hill as a tool for both growth management and for economic development. The purpose and intent of the AR-1 district is to:

- a. Support the use of land for rural economy uses, with residential uses allowed at densities consistent with the general open and rural character of the rural economy uses.
- b. Allow for a broad range of rural economy uses, including (agriculture, horticulture and animal husbandry), agriculture support and services associated with on-going agricultural activities, and other uses that can be developed in ways consistent with the rural character of the AR-1 district through mitigation or other standards.
- c. Recognize the County’s tourism industry is interconnected with the rural economy and rural economy uses in the district by allowing for tourism uses related to agricultural uses, conference and training center uses, and rural activity and special event uses.
- d. Promote consistency between residential development and rural economy uses through lower density residential development or clustering of residential development.

- e. Ensure that the rural economy uses are compatible with any existing permitted residential development.

PART 2: OPPORTUNITIES & CHALLENGES

Section 1: Round Hill Area Management Plan

The Round Hill Area Management Plan (RHAMP) is an important document that provides guidance and policies for the Greater Round Hill Area. Another way to understand its purpose is to recognize the Town has a Comprehensive Plan and the County has a Comprehensive Plan (Loudoun County Revised General Plan), so the RHAMP serves as the Comprehensive Plan for the area known by the County as the Round Hill Planning Area. The Town refers to this area as the Greater Round Hill Area. In reference to development that directly impacts the Town of Round Hill; the County refers to both the Loudoun County Revised General Plan and the RHAMP when reviewing any land development applications within the Joint Land Management Area (JLMA). The JLMA is jointly managed by the Town and the County because while it is land within the County jurisdiction, it is within the Town Water and Sewer Service Area. The challenge is that the RHAMP has not been revised or updated since 1990. There was one amendment in 1997 to the Community Facilities Chapter. Other than that, the document needs a major update to reflect any changes to the Greater Round Hill Area in the last 26 years. At this time, the County will not be implementing the RHAMP update until the County completes the County Comprehensive Plan Update. The Town should develop a strategy in preparation for the eventual RHAMP update process.

Section 2: Existing Neighborhoods Outside of Town

There are two groups of residents who consider the Town of Round Hill their hometown, those who live within town limits and those who live outside of town limits but within the Joint Land Management Area (or beyond in the Greater Round Hill Area). To an outsider, it is difficult to distinguish where the town boundary lines are located because the Joint Land Management Area (JLMA) was designed to appear as an extension of the town. The residents of the JLMA and residents of the town send their children to the same schools, visit the same parklands and patron the same downtown businesses; as well as volunteer for the same local events and attend the same churches. Most importantly, the residents moved to Round Hill for the same reasons that the residents of the town moved to Round Hill. According to the 2014 Round Hill Community Survey, both groups of residents wanted to be a part of a small town far from the hustle and bustle of eastern Loudoun County and beyond. There are several reasons supporting bringing the existing neighborhoods within the JLMA into town limits:

- a. First, much of the current and future community facilities, pedestrian trails, and stormwater management retrofit projects benefit both in-town and out-of-town residents. However, only in-town residents can contribute to the General Fund which provides funding for non-utility projects. More residents could mean a stronger General Fund to help complete many capital improvement projects that could benefit all residents, in-town and out-of-town.
- b. Second, the inclusion of a new group of residents would mean a new pool of candidates to join the local Town Council, Boards and Commissions.

- c. Third, every neighborhood that comes into Town Limits means an increase in the overall community spirit and goodwill.

To bring any neighborhood into Town Limits the following should be considered:

- What does inclusion mean for the General Fund and the Utility Fund?
- How will it affect town taxes and water/sewer rates?
- What public services will the Town provide compared to those services that the Homeowners Association provides?
- What benefits does inclusion mean for the residents of the JLMA?
- What method is best for bringing neighborhoods into town: annexation or boundary line adjustment?

Map 12-1, the Town Expansion Study Areas Map, divides the Joint Land Management Area into sections or neighborhoods that could be brought into the town limits as listed in Table 12-1.

Table 12-1 List of Study Areas Considered for Possible Inclusion into Town Limits

Map Area	Name	Acreage	Population	Homes
A-1	Hillwood Estates	39.25	205	82
A-2	Walraven	37.15	3	1
A-3	Simpsons Creek	42.78	100	10
A-4	Hill High	11.20	0	Commercial
A-5	Creeside	59.28	238	95
A-6	Woodgrove Park	50.15	0	Park & School
B-1	Fallswood & Popular Hill	65.03	118	47
B-2	Stoneleigh	568.60	398	159
C-1	Fallsplace	8.13	73	29
C-2	Newberry Crossing	16.33	118	47
C-3	Villages of RH North	47.89	408	163
C-4	Villages of RH South	74.65	560	224
C-5	Lakepoint	128.37	785	314
C-6	Greenwood	24.11	108	43
C-7	Mountain Valley	148.02	925	370
C-8	West Lake/Upper Lakes	0.00	0	0
	Totals	1,320.94	4,039	1,584

Note: These areas are in no particular order at this time. The population calculation is based on the assumption of 2.5 persons per household.

In 1990, it was the intent of the County and the Town of Round Hill that any property located within the Joint Land Management Area served by Town water and sewer services should be annexed. In the 35 years since the creation of the Joint Land Management Area, the Town has only pursued boundary line adjustments of three areas. These included the 12-acre vacant commercial parcel known as the Eastern Commercial District, the 14 existing homes on the East Side of Airmont Road, and the vacant land now known as Lake Ridge Estates. However, there

are currently about 1,200 homes that are served by Town water and sewer within the Joint Land Management Area that have not been brought into town limits.

Section 2: Rural Economy

Round Hill and its JLMA is an island in a sea of agricultural land. This means that it is directly impacted by the success or failure of the Round Hill Economy. The 2013 County Rural Economy Business Development Strategy found that losing agricultural and rural industries will have a profound effect on Loudoun's rural economy given the high output, and employment, and earnings multipliers. On average, rural industries contribute approximately 25 cents in additional sales output, 20 cents of in additional earnings for every dollar in sales. For every million dollars in sales, the rural economy generates approximately eight additional jobs, beyond those employed on the farm, in the vineyards, or art galleries.

Changes in the land use regulations or zoning ordinances that regulate the rural economy could become opportunities or challenges to the Town. A good example of the impact of the land use and zoning changes of the agricultural land surrounding the Town of Round Hill, and other small towns in Virginia, is the recent State legislative changes supporting the wine and craft beverage industry. The new legislation has made it easier to own and operate farms that also manufacture wine and craft beverages, which is drawing record numbers of visitors to areas that previously saw very little traffic. In the future, the Town will need to remain an active participant in future discussions about policies and programs affecting the local rural economy to advocate for the residents and businesses of Round Hill.

PART 3: GUIDING PRINCIPLES & POLICIES

The Greater Round Hill Area has experienced a great deal of residential growth over the past 20 years and is no longer able to absorb the County's new residential development as it has in the past.

The following are the three elements that affect growth and development in the greater Round Hill Area.

1) **Round Hill Water & Sewer Service Line** - the area that the Town determines to be the limit of how far out the Town may provide water & sewer.

- ❖ **Water & Sewer Service Line Policy:** The Town of Round Hill shall be able to determine the boundary line limiting the area that the Town will consider serving water and sewer. This boundary line is determined based on the cost and capacity of the water and sewer system.

2) **Round Hill Urban Growth Line** - the area that the Town determines to be the limit of how far out Round Hill may grow in the future.

- ❖ **Urban Growth Line Policy:** The Town of Round Hill shall set a boundary line of the Urban Growth Area that is the same as the boundary line of the Town Water & Sewer Service Area. The decision to annex or to bring a property into town limits will be decided on a case-by-case basis.

3) ***Round Hill Joint Land Management Area Line*** - the area that the County shares review of land development projects with the town, it is a County proposed and adopted line. Towns can oppose the JLMA lines that County staff has proposed, depending on whether towns believe they should be further out or closer in, or whether there should be JLMA at all. JLMA lines are based in part on County review of what services towns provide and how well they can provide them. It can also be based on existing and projected land use, subdivisions, watershed boundaries and drainage divides, etc.

4) ***Principles of Growth & Development beyond the Town Boundary:***

- a. Partner with Loudoun County to review any proposed amendments to the Joint Land Management Area (JLMA) boundary line.
- b. Require that all new growth in the Greater Round Hill Area should be phased, so as not to overburden the existing public facilities and local government resources.
- c. Focus long term goals of the Town on annexing developed areas adjacent to the town for which the Town presently provides water and sewer services.
- d. All new residential developments proposed to be on the Round Hill Public Utility System should have water and sewer agreements with the Town of Round Hill.

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Greater Round Hill Area

Goals, Objectives & Strategies

Goal 1: Advocate appropriate form, size and densities of new residential development in the Greater Round Hill Area.

- a. Objective: Advocate that development should occur as a natural and organic expansion of Round Hill with new developments that exhibit the character and quality which is compatible with the existing town
 - 1. Strategy: Encourage development within the JLMA to be of a density, pattern and character which is compatible with existing development within the Town of Round Hill in terms of design, layout, scale and street pattern.
 - 2. Strategy: Support new development within the JLMA that will become an extension of the existing town, forming logical and natural additions to the historic fabric and enhancing the existing town as the central focal point of the entire community.
 - 3. Strategy: Discourage the County from approving residential rezonings that allow increased residential gross densities beyond the boundaries of the JLMA.
 - 4. Strategy: Require that requests for residential rezonings must demonstrate that adequate water and sewer service will be available to serve the proposed development.
 - 5. Strategy: Support the clustering of residences as a method to obtain additional open space.
 - 6. Strategy: Oppose development that proposes an average density greater than it would have been without clustering unless a rezoning is also involved.
 - 7. Strategy: Solicit the need for a nursing home facility or retirement community featuring a nursing home facility, within the Greater Round Hill Area.

Goal 2: Encourage rural economy business development in the Greater Round Hill Area to provide local goods, services and jobs to Town of Round Hill residents and visitors.

- a. Objective: Support efforts by the Loudoun County Rural Economic Development Council to promote sustainable economic growth and vitality of the agricultural, horticultural, equine and other rural industries in Western Loudoun County.

1. Strategy: Identify ways that rural businesses within the Greater Round Hill Area could form strategic partnerships with Town of Round Hill businesses.
2. Strategy: Become an active participant in the implementation of the 2013 County Rural Economy Business Development Strategy.

Goal 3: Advocate for County management and maintenance of community facilities, as well as County planning for the development of new community facilities to serve residents of the Town and the JLMA.

- a. Objective: Support the comprehensive planning for transportation and community facilities in the Greater Round Hill Area to better serve the Town and the JLMA.

1. Strategy: Advocate for the improvement and expansion of existing community facilities serving both the Town and the JLMA.
2. Strategy: Encourage the grouping of compatible community facilities, such as active recreational facilities and schools, when appropriate.
3. Strategy: Advocate that the County consider the inclusion of community facilities, such as pedestrian walkways and playgrounds, in land development proposals in making its decision to approve or deny proposals.
4. Strategy: Advocate the acquisition of right-of-way from Purcellville to Round Hill to connect to the regional W&OD Trail, also known as the Franklin Park Trail.
5. Strategy: Advocate for walkable neighborhoods in the JLMA using connected streets in a grid pattern and discourage the use of cul-de-sacs.

- b. Objective: Support the creation of County community facilities in the Greater Round Hill Area to better serve the Town and the JLMA.

1. Strategy: Support joint Town-County operations of the future Sleeter Lake Park.
2. Strategy: Support the creation of a County Commuter Lot in close proximity to another community facility or a commercial property.
3. Strategy: Support a second civic use or community facility at the Western Loudoun Sheriff Station such as a library or fire station.
4. Strategy: Support the conversion of the Loudoun County Public Schools Round Hill Center, also known as the “old elementary school” into a community center with childcare options, recreational activities and community gathering spaces.

Goal 4: Coordinate with Loudoun County to support efforts to conserve the Greater Round Hill Area's historic resources as new development occurs.

- a. Objective: Encourage the preservation of the physical and cultural links to the traditions that shaped the Greater Round Hill Area.
 - 1. Strategy: Encourage the preservation of those resources which contribute to the: knowledge, awareness, identity, or direct experience and use to the residents of the Greater Round Hill Area.
 - 2. Strategy: Support the preservation of those resources which are vulnerable to an immediate threat of destruction or deterioration.
 - 3. Strategy: Advocate the use of traditional design and site planning characteristics in new development, such as one to two-story buildings in order to achieve harmony between new and existing development.
 - 4. Strategy: Educate the residents of the Greater Round Hill Area. on historic outreach efforts to identify, research, and preserve historic sites, structures or groups of historic structures in the Greater Round Hill Area. which contribute to the local culture and archeological past.
 - 5. Strategy: Request that the County assist local historic preservation efforts in the Greater Round Hill Area by providing the use of historical files and liaison assistance.
 - 6. Strategy: Encourage the preservation, adaption, and reuse of historic structures in the Greater Round Hill Area for: community centers, museums, visitor centers, and educational facilities.

Goal 5: Coordinate the actions of the Town and the County as growth occurs in the Greater Round Hill Area

- a. Objective: Encourage the coordination of Town and County planning efforts to ensure the development of a growth pattern which is beneficial to both jurisdictions in terms of visual appearance and efficient service delivery.
 - 1. Strategy: Encourage orderly urban growth of the Town and the JLMA consistent with the policies of the Round Hill Area Management Plan.
 - 2. Strategy: Expect joint review of any development proposal for land within the JLMA regardless of whether or not the Town sewer and water service would be necessary.

3. Strategy: Consider adopting an Annexation Agreement between the Town and the County.
 4. Strategy: Encourage coordinated transportation improvements which will benefit both the Town and the County.
 5. Strategy: Work with the County to reestablish the Greater Round Hill Area Planning Council in preparation for the update of the Round Hill Area Management Plan and other joint planning projects.
 6. Strategy: Request that the County put on their project schedule, prior to 2020, the update of the Round Hill Area Management Plan.
- b. Objective: Be an active participant in the update of the County Comprehensive Plan.
1. Strategy: Assess existing conditions in the Joint Land Management Area and identify current concerns and future needs for the community.
 2. Strategy: Establish specific goals beyond the Joint Land Management Area and into the Greater Round Hill Area
 3. Strategy: Establish objectives which accurately and realistically reflect the expectations and desires of both Town and County residents for the character and quality of future development.
 4. Strategy: Recommend land use policies and programs for: environmental management, land use types, development densities, and transportation patterns.

Goal 6: Expand the town boundaries gradually through either a boundary line adjustment or annexation to incorporate properties within the Urban Growth Line in order to strengthen the Town and the overall community.

- a. Objective: Investigate a near-term expansion of Town boundaries in order to: increase the town population, enlarge the pool of candidates for local offices, boards and commissions, improve contacts and connections within the Round Hill community, increase the town tax base, and promote the achievement of Comprehensive Plan goals.
1. Strategy: Consider including adjacent established neighborhoods that are already connected to the town that would benefit from Town services to increase the tax base and population.
 2. Strategy: Consider the site of the Western Loudoun Sheriff's Station and adjacent properties in order to facilitate orderly development of the future fire station.
 3. Strategy: Consider the site of the old Round Hill Elementary School if such inclusion would facilitate the conversion of that site to a community center.

4. Strategy: Consider other parcels adjacent to the town that are logically already part of town neighborhoods, that are currently split parcels, or that may offer strategic value to achievement of comprehensive plan goals.
- b. Objective: Prioritize town expansions that may benefit the incoming parcels.
1. Strategy: Seek support by a resident-controlled Homeowner's Association board before expanding the town into residential neighborhoods that are part of a HOA, with the exception of Brentwood Springs (Creekside at Round Hill) which is under a proffer condition to support inclusion into the town.
 2. Strategy: Prioritize neighborhoods that may benefit from Town services over those that receive adequate services from an HOA.
 3. Strategy: Conduct a thorough public process including public information sessions, surveys and other outreach efforts designed to both educate the public and gather public opinion and feedback.
- c. Objective: Expansion should be done gradually in order to reduce adverse impacts to Town services.
1. Strategy: Consider an Annexation Agreement between the Town and County to facilitate the annexation of properties in the Joint Land Management Area in order to reduce the administrative burden of boundary line adjustments and multiple expansions.
 2. Strategy: Perform a financial impact analysis prior to any town expansion that clearly identifies the anticipated impact of the change in town boundaries on: the Town General Fund, the Town Utility Fund, the current town households and the potential new town households.
 3. Strategy: Scale individual expansions to achieve a moderate pace of growth for the town population.
 4. Strategy: Ensure the long-term financial benefits by pursuing expansions that are large enough to justify administrative costs.

Goal 7: Promote a greenbelt of rural land around the JLMA.

- a. Objective: Retain viewsheds of the surrounding rural environment, and maintain the distinction between the Town of Round Hill and the adjacent Town of Purcellville.
1. Strategy: Encourage the use of conservation easements on lands adjacent to the JLMA and the protection of existing easements.

2. Strategy: Oppose any increase in density and development outside of the JLMA that is not consistent with the traditional rural character of Western Loudoun County.
3. Strategy: Encourage the use of tree-save areas in the JLMA.
4. Strategy: Encourage the Town of Purcellville and Loudoun County to avoid high-density development between the current boundaries of the two towns and in particular in the vicinity of Franklin Park, which serves as part of the buffer between the two localities.

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Greater Round Hill Area

Specific Planning Policies & Maps

PART ONE: Greater Round Hill Area Land Bays Map

Please refer to Map 12-2, “Round Hill Area Land Bays.” The purpose of this map is to highlight specific properties (or clusters of properties) and recommend future uses that if implemented, could support accomplishing some of the goals of the Round Hill Comprehensive Plan.

In addition to serving as a visual aide to the Greater Round Hill Area Element, it is also the accumulation of the several other Elements of the Comprehensive Plan on one policy map.

This section serves as a legend to the following Land Bays, located outside of the town limits but within the Greater Round Hill Area (or also known as the Round Hill Planning Area) and features policies that should be considered during the review process under the following three circumstances:

- A. The Town is a referral agency on a land development application within the Joint Land Management Area.
- B. The Town is permitted to comment on County Comprehensive Plan Amendments that relate to the Greater Round Hill Area.
- C. The Town is considering future Boundary Line Adjustments or Annexations of both vacant and developed land in the Greater Round Hill Area.
- D. The Town is considering future extensions of the Water & Sewer Service Area of both vacant and developed land in the Greater Round Hill Area.

AREA 1: GREATER ROUND HILL AREA LAND BAYS MAP

- Address: 35246 Harry Byrd Highway
- Loudoun County Property Identification Number: 585451906000
- Description & Zoning: Located outside of town boundaries and inside of the Joint Land Management Area, zoned PD-CC. As the western gateway into Round Hill, the site is

considered the Western Commercial District of Round Hill

- Policy: Town would support the continued current commercial uses of the site and preservation of the historically significant building tied to the history of Round Hill.
- Related Comprehensive Plan Elements:
 - a. Heritage & Community Character
 - b. Economic Development

AREA 2: GREATER ROUND HILL AREA LAND BAYS MAP

- Address: 47 Loudoun Street
- Loudoun County Property Identification Number: 584179082000
- Description & Zoning: Located outside of town boundaries and inside of the Joint Land Management Area, zoned JLMA-1. This is the site of the new Western Loudoun Sheriff Station.
- Overall Policy: Town supports a boundary line adjustment or annexation to bring this parcel into town limits under the following specific policy:
- Specific Policy: Town would support the continued current public facility use of the site and would support the grouping of other new compatible public facility uses at the site.
- Related Comprehensive Plan Element:
 - a. Community Facilities

AREA 3: GREATER ROUND HILL AREA LAND BAYS MAP

- Address: 41 West Loudoun Street
20 Walraven Way
- Loudoun County Property Identification Number: 584185769000
584285220000
584290920000
584279883000
584280957000
584182378000

- Description & Zoning: Located outside of town boundaries and inside of the Joint Land Management Area, zoned JLMA-1.
- Overall Policy: Town supports a boundary line adjustment or annexation to bring these six parcels into town limits under the following two specific policies:
- Specific Policy A: Town would support up to 2 dwelling units per acre if the following conditions are met:
 1. Proposed residential development includes elements of affordable single-family housing or workforce housing.
 2. Proposed residential development adds to the diversity of house size and lot size in Round Hill.
 3. A portion of the residential development is built using Universal Design methods which focus on making homes safe and accessible for everyone, regardless of age, physical ability, or stature.
 4. Proposed development preserves the historic culvert located on 41 West Loudoun Street.
 5. Proposed development is interconnected with the Western Loudoun Sheriff Station Property at 47 West Loudoun Street with a conversion of existing Sheriff Station access road to Public ROW.
- Specific Policy B: Town would support a community center, assisted living facility, nursing home facility and/or event venue uses only at 41 West Loudoun Street.
- Specific Policy C: Mitigate adverse impacts to adjacent properties or to the integrity of existing house located at 20 Walraven Way
- Related Comprehensive Plan Elements:
 - a. Heritage & Community Character
 - b. Housing & Community Development

AREA 4: GREATER ROUND HILL AREA LAND BAYS MAP

- Address: 20 High Street
- Loudoun County Property Identification Number: 584289179001
- Description & Zoning: Located outside of Town boundaries and inside of the Joint Land Management Area, zoned JLMA-1.

- Overall Policy: Town supports a boundary line adjustment or annexation to bring this parcel into Town limits under the following specific policy:
- Specific Policy: Town would support the conversion of the Round Hill Center (old elementary school) into a Round Hill Community Center.
- Related Comprehensive Plan Element:
 - a. Community Facilities

AREA 5: GREATER ROUND HILL AREA MAP

- Loudoun County Property Identification Number: 555352988000
- Description & Zoning: Located outside of Town boundaries and inside of the Joint Land Management Area, zoned PDH-3. The property is divided between an 8-acre Town Park parcel and a 2-acre Civic Use Parcel.
- Overall Policy: Town supports a boundary line adjustment or annexation to bring the Town Park and Civic Use Parcel into Town limits under the following specific policy:
- Specific Policy A: Town would support Loudoun County developing a commuter lot on the Civic Use Parcel, if the following conditions are met:
 1. The proposed commuter lot is a Special Exception Use and not permitted by-right.
 2. The proposed commuter lot will mitigate noise and visual impacts to surrounding residential area by using heavy landscape buffers, low impact lighting, and limited hours of operation.
 3. The proposed commuter lot is included in the local Sheriff's routine patrol to prevent trespassing at the commuter lot after it is closed for the night.
 4. County permits use of the commuter lot for parking for the Creekside Park and for town events, on evenings, weekends and holidays.
- Related Comprehensive Plan Elements:
 - a. Economic Development
 - b. Community Facilities
 - c. Transportation

AREA 6: GREATER ROUND HILL AREA LAND BAYS MAP

- Loudoun County Property Identification Numbers: 557356633000
- Description & Zoning: Located outside of Town boundaries and outside of the Joint Land Management Area, zoned PDH-3. It is located along the southern end of Sleeter Lake.
- Policy: Town supports the placement of a future Town water tower on this utility outlot. This future water tower will serve the entire JLMA and make the Round Hill water system more efficient.
- Related Comprehensive Plan Element:
 - a. Public Utility

AREA 7: GREATER ROUND HILL AREA LAND BAYS MAP

- Address: 36147 E Loudoun Street
- Loudoun County Property Identification Number: 555285759000
- Description & Zoning: Located outside of Town boundaries and outside of the Joint Land Management Area, zoned AR-1.
- Overall Policy: Uses: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels for the following uses (subject to the Conditions described below):
 1. A Town, County, or State-owned Public Facility or Community Facility that would address the unmet needs for recreation opportunities or public services.
 2. Residential housing that would address the unmet housing needs of the Greater Round Hill Area, specifically workforce housing, senior housing, or universal design housing or that would provide supportive services for the aged, infirm, or disabled.
 3. Nursing home, Residential Care Facility, or assisted living facility that would address the unmet needs of housing for the aged, infirm, or disabled and providing continuous services and care.
- Specific Policy A: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels under the following conditions (subject to the Uses described above):
 1. Proposed use complies with the goals, objectives, and strategies of the Round Hill

Comprehensive Plan.

2. Proposed use shall not impact the integrity or authenticity of the historic character of the Town. Proposed use shall be compatible with the features, size, scale, and proportion of buildings in the Round Hill Historic District.
 3. Proposed use is not a townhouse development.
 4. Proposed use has made reasonable efforts to mitigate impacts of the use on surrounding properties and the Town.
 5. The Town determines that there is sufficient water and sanitary sewer capacity for the intended use.
- Related Comprehensive Plan Elements:
 - a. Housing & Community Development
 - b. Heritage & Community Character

AREA 8: GREATER ROUND HILL AREA LAND BAYS MAP

- Addresses: 17711 Airmont Road
35583 Trebor Lane
35615 Trebor Lane
- Loudoun County Property Identification Numbers: 585392030000
585392148000
585396152000
- Description & Zoning: Located outside of Town boundaries and outside of the Joint Land Management Area, zoned AR-1.
- Overall Policy: Uses: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels for the following uses (subject to the Conditions described below):
 1. A Town, County, or State-owned Public Facility or Community Facility that would address the unmet needs for recreation opportunities or public services.
 2. Residential housing that would address the unmet housing needs of the Greater Round Hill Area, specifically workforce housing, senior housing, or universal design housing or that would provide supportive services for the aged, infirm, or disabled.
 3. Nursing home, Residential Care Facility, or assisted living facility that would address the unmet needs of housing for the aged, infirm, or disabled and

providing continuous services and care.

- Specific Policy A: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels under the following conditions (subject to the Uses described above):
 1. Proposed use complies with the goals, objectives, and strategies of the Round Hill Comprehensive Plan.
 2. Proposed use shall not impact the integrity or authenticity of the historic character of the Town. Proposed use shall be compatible with the features, size, scale, and proportion of buildings in the Round Hill Historic District.
 3. Proposed use is not a townhouse development.
 4. Proposed use has made reasonable efforts to mitigate impacts of the use on surrounding properties and the Town.
 5. The Town determines that there is sufficient water and sanitary sewer capacity for the intended use.
- Related Comprehensive Plan Elements:
 - a. Housing & Community Development
 - b. Heritage & Community Character

NON-SPECIFIED AREA OF LAND BAYS MAP

- Location: Town would support the extension of the Town Water & Sewer Service Area to a property adjacent to the Town Boundary or the Town JLMA, which is owned by the Town of Round Hill, Loudoun County, or the State of Virginia that has been designated as future public facilities or community facilities.
- Overall Policy: Uses: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels for the following uses (subject to the Conditions described below):
 1. A Town, County, or State-owned Public Facility or Community Facility that would address the unmet needs for recreation opportunities or public services.
 2. Residential housing that would address the unmet housing needs of the Greater Round Hill Area, specifically workforce housing, senior housing, or universal design housing or that would provide supportive services for the aged, infirm, or disabled.

3. Nursing home, Residential Care Facility, or assisted living facility that would address the unmet needs of housing for the aged, infirm, or disabled and providing continuous services and care.
- Specific Policy A: Town would consider the extension of the Town Water & Sewer Service Area to the described parcels under the following conditions (subject to the Uses described above):
 1. Proposed use complies with the goals, objectives, and strategies of the Round Hill Comprehensive Plan.
 2. Proposed use shall not impact the integrity or authenticity of the historic character of the Town. Proposed use shall be compatible with the features, size, scale, and proportion of buildings in the Round Hill Historic District.
 3. Proposed use is not a townhouse development.
 4. Proposed use has made reasonable efforts to mitigate impacts of the use on surrounding properties and the Town.
 5. The Town determines that there is sufficient water and sanitary sewer capacity for the intended use.