



ROUND HILL TOWN COUNCIL  
WORK SESSION  
AGENDA  
February 6, 2020  
7:30 PM

- I. Call to Order & Pledge of Allegiance**
- II. Roll Call**
- III. 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.*
- IV. Adoption of Regular Meeting Agenda (Amendments & Deletions)**
- V. Monthly Reports from Committee & Special Project Chairs**
- VI. Approval of Minutes**
- VII. Business Items:**
  - a. Draft Meals Tax Ordinance & Draft Transient Occupancy Tax Ordinance
  - b. CPAM-2019-01 Water & Sewer Service Extension Discussion
  - c. FY 2021 General Fund Operations Budget Review
  - d. FY 2021 Utility Fund Operations Budget Review
  - e. FY 2021 General Fund CIP Budget Review
  - f. FY 2021 Utility Fund CIP Budget Review
  - g. FY 2021 Fees, Rates & Taxes Discussion
- VIII. Special Action Items**
- IX. Town Council Comments**
- X. Meeting Adjournment**

CHAPTER 21  
ARTICLE V  
**Meals Tax**

**State Law reference—** Authority for imposition of tax, Code of Virginia, § 58.1-3840, as amended.

**Sec. 21-49        Definitions**

The following words and phrases, when used in this Article, shall have, for the purpose of this Article, the following respective meanings except where the context clearly indicates a different meaning:

CATER - The furnishing of food or beverages, or both, on the premises of another, for compensation.

COLLECTOR - The Town Treasurer of Round Hill or designee.

TREASURER - The Treasurer and any duly designated deputies, assistants, inspectors or other employees.

FOOD - All food, beverages or both, including alcoholic beverages, purchased in or from a food establishment, whether prepared in such food establishment or not, and whether consumed on the premises or not, and without regard to the manner, time or place of service.

FOOD ESTABLISHMENT - Any place in or from which food or food products are prepared, packaged, sold or distributed in the town, including but not limited to, any restaurant, dining room, grill, coffee shop, cafeteria, café, snack bar, lunch counter, convenience store, movie theater, delicatessen, confectionery, bakery, eating house, eatery, drugstore, ice cream/yogurt shop, caterer's kitchen or premises, lunch wagon or truck, pushcart or other mobile facility from which food is sold, public or private club, resort, bar, lounge, or other similar establishment, public or private, and shall include private property outside of and contiguous to a building or structure operated as a food establishment at which food or food products are sold for immediate consumption.

MEAL - shall mean any prepared food or drink offered or held out for sale by a food establishment for the purpose of being consumed by any person to satisfy the appetite and is ready for immediate consumption. All such food and beverage, unless otherwise specifically exempted or excluded herein shall be included, whether intended to be consumed on the seller's premises or elsewhere, whether designated as breakfast, lunch, snack, dinner, supper or by some other name, and without regard to the manner, time or place of service.

SELLER - shall mean any food establishment or caterer selling meals or food, or the person operating such business.

TOWN - The Town of Round Hill.

**Sec. 21-50      Imposition of tax**

There is hereby imposed and levied by the town on each person a tax at the rate established by an uncodified ordinance enacted by the town council on the amount paid for meals purchased from any food establishment, whether prepared in such food establishment or not and whether consumed on the premises or not. There shall be no tax if the total amount paid is fifty cents (\$0.50) or less; on larger amounts a fractional cent of tax due shall be rounded to the next higher cent.

**Sec. 21-52      Collection of tax by seller**

Every person receiving any payment for a meal with respect to which a tax is levied hereunder shall collect and remit the amount of the tax imposed by this Article from the person on whom the same is levied or from the person paying for such food at the time such food is made; provided, however, no blind person operating a vending stand or other business enterprise under the jurisdiction of the Department for the Visually Handicapped and located on the property acquired and used by the United States for any military or naval purpose shall be required to collect or remit such taxes.

**Sec. 21-53      Exemptions; limits on application**

**Sec. 21-53:1**      The tax imposed under this Article shall not be levied on the following items when served exclusively for off-premises consumption:

- (1) Factory prepackaged candy, gum, nuts and other items of essentially the same nature.
- (2) Factory-prepackaged donuts, ice cream, crackers, nabs, chips, cookies and items of essentially the same nature;
- (3) Food sold in bulk. For the purposes of this provision, a bulk sale shall mean the sale of any item that would exceed the normal, customary and usual portion sold for on premises consumption (e.g. a whole cake, a gallon of ice cream); provided however, that a bulk sale shall not be deemed to include any meal or meals catered or delivered by a food establishment for off-premises consumption.
- (4) Alcoholic and non-alcoholic beverages sold in factory sealed containers.
- (5) Any food or food product purchased with food coupons issued by the United States Department of Agriculture under the Food Stamp Program or drafts, issued through the Virginia Special Supplemental Food Program for Women, Infants, and Children.

- (6) Any food or food product purchased for human consumption as defined in the federal Food Stamp Act of 1977, 7 U.S.C. §2012, as amended, except for hot food or hot food products ready for immediate consumption. For the purposes of administering the tax levied hereunder, the following items whether or not purchased for immediate consumption are excluded from the said definition of food in the federal Food Stamp: sandwiches, salad bar items sold from a salad bar, prepackaged single-serving salads consisting primarily of an assortment of vegetables, and non-factory sealed beverages. This subsection shall not affect provisions set forth in subparagraphs (c) (3), (4) and (5) herein below.

**Sec. 21-53:2** A grocery store, supermarket or convenience store shall not be subject to the tax except sales from a delicatessen or other area designated for the sale of prepared foods and beverages.

**Sec. 21-53:3** The tax imposed hereunder shall not be levied on the following purchases of food and beverages:

- (1) Food and beverages furnished by food establishments to employees as part of their compensation when no charge is made to the employee.
- (2) Food and beverages sold by day care centers, public or private elementary or secondary schools or food sold by any college or university to its students or employees.
- (3) Food and beverages for use or consumption and which are paid for directly by the Commonwealth, any political subdivision of the Commonwealth or the United States.
- (4) Food and beverages furnished by a hospital, medical clinic, convalescent home, nursing home, home for the aged, infirm, handicapped, battered women, narcotic addicts or alcoholics, or other extended care facility to patients or residents thereof.
- (5) Food and beverages furnished by a public or private non-profit charitable organization or establishment or a private establishment that contracts with the appropriate agency of the Commonwealth to offer meals at concession prices to elderly, infirm, blind, handicapped or needy persons in their homes or at central locations.
- (6) Food and beverages sold on an occasional basis by non-profit educational, charitable or benevolent organization church, or religious body as a fundraising activity, the gross proceeds of which



are to be used by such organization exclusively for non-profit educational, charitable, benevolent or religious purposes.

- (7) Food and beverages sold through vending machines.

**Sec. 21-54      Gratuities and service charges**

If a purchaser provides a gratuity for an employee of a seller, and the amount of the gratuity is wholly in the discretion of the purchaser, the gratuity is not subject to the tax imposed by this Article, whether paid in cash to the employee or added to the bill and charged to the purchaser's account, provided in the latter case, the full amount of the gratuity is turned over to the employee by the seller.

An amount or percent, whether designated as a gratuity, tip or service charge, that is added to the price of the food and beverages by the seller, and required to be paid by the purchaser, shall be deemed a part of the selling price of the food and beverages and shall be subject to the tax imposed by this Article.

**Sec. 21-55      Payment or absorption of tax by seller**

No seller shall advertise or hold out to the public in any manner, directly or indirectly, that all or any part of the tax imposed under this Article will be paid or absorbed by the seller.

**Sec. 21-56      Reporting of taxes collected; remittance; preservation of records**

It shall be the duty of every person required by this Article to collect the taxes imposed by this Article to make a report thereof setting forth such information as the Treasurer may prescribe and require, including all purchases taxable under this Article, the amount charged the purchaser for each such purchase, the date thereof, the taxes collected thereon and the amount of tax required to be collected by this Article. Such reports shall be made and the taxes required to be collected by section 97-44.3 shall be remitted to the treasurer on or before the twentieth (20) day of the calendar month following the month being reported. All records related to the calculation and imposition of the tax shall be kept and preserved for a period of five (5) years. The treasurer or his/her duly authorized agents shall be entitled to examine such records at reasonable times and without unreasonable interference with the business of such person, for the purpose of administering and enforcing the provisions of this Article, and to make copies of all or any parts thereof.

**Sec. 21-57      Procedure upon cessation of business**

Whenever any person required to collect and pay to the town a tax imposed by this Article shall cease to operate, go out of business or otherwise dispose of his business,

any tax then payable to the town shall become immediately due and payable, and such person shall immediately make a report and pay the tax due to the town.

#### **Sec. 21-58      Penalty and interest upon failure to report or remit tax**

If any person whose duty it is to do so shall fail or refuse to make the report or remit the tax required by this Article within the time and in the amount required, there shall be added to the tax by the Treasurer a penalty in the amount of ten percent (10%) of the tax, and interest thereon at the rate of ten percent (10%) per annum, which shall be computed upon the tax and penalty from the date such were due and payable.

#### **Sec. 21-59      Violations and penalties**

**Sec. 21-59:1**      Any person willfully failing or refusing to file a report or make payment as required under this Article shall, upon conviction thereof, be guilty of a class I misdemeanor except that any person failing to file such a return shall be guilty of a class 3 misdemeanor if the amount of tax lawfully assessed in connection with the return is \$1,000.00 or less. Any person violating or failing to comply with any other provision of this Article shall be guilty of a class I misdemeanor.

**Sec. 21-59:2**      Except as provided in subsection (a) above, any corporate or partnership officer, as defined in Virginia Code §58-1-3906, or any other person required to collect, account for, or pay over the meals tax imposed under this Article, who willfully fails to collect or truthfully account for or pay over such tax, or who willfully evades or attempts to evade such tax or payment thereof, shall, in addition to any other penalties imposed by law, be guilty of a class I misdemeanor.

**Sec. 21-59:3**      Each violation of or failure to comply with this Article shall constitute a separate offense. Conviction of any such violation shall not relieve any person from the payment, collection or remittance of the tax as provided in this Article.

#### **Sec. 21-60      Regulations for administration and enforcement**

The treasurer may issue regulations for the administration and enforcement of this Article.

## **ARTICLE VI Transient Lodging Tax**

### **Sec. 21-61        Definitions**

For the purpose of this Article, the following words and phrases shall have the meanings respectively ascribed to them by this section unless the context clearly indicates a different meaning:

ADMINISTRATOR - The Town Administrator of Round Hill.

HOTEL - Any public or private hotel, inn, hostelry, tourist home or house, motel, rooming house or other lodging place within the town offering lodging as defined in this section, for compensation to any transient, as hereinafter defined in this section.

LODGING - Room or space furnished any transient.

PERSON - Any individual, corporation, company, association, firm, co-partnership or any group of individuals acting as a unit.

TRANSIENT - Any person who, for a period of not more than ninety (90) consecutive days, either at his own expense or at the expense of another, obtains lodging or the use of any space at any hotel, for which lodging or use of space a charge is made.

### **Sec. 21-62        Imposition of tax**

There is hereby levied and imposed, in addition to all other taxes and fees of every kind imposed by law, on each transient obtaining or occupying lodging, a tax equal to a percentage of the total amount paid for such lodging or the use of space by or for any such transient to any hotel. Such percentage shall be at the rate established by an uncodified ordinance enacted by the town council. Such tax shall be collected from such transient at the time and in the manner provided by this Article.  
(amended 6-12-99 per adopted budget)

### **Sec. 21-63        Collection and payment of tax; collections to be held in trust**

Every person receiving any payment for lodging or the use of space with respect to which a tax is levied under this Article shall collect the amount of such tax so imposed from the transient on whom such tax is levied, or from the person paying for such lodging, at the time payment for such lodging is made. The taxes required to be collected under this Article shall be deemed to be held in trust by the person required to collect such taxes until the same shall have been remitted to the Administrator.

**Sec. 21-64            Reports and remittances**

The person collecting any tax as provided in this Article shall make out a report thereof upon such forms setting forth such information as the Administrator may prescribe and require, showing the amount of lodging charges collected and the tax required to be collected and shall sign and deliver such reports with the remittance of such tax to the Administrator. Such reports and remittances shall be made quarterly on or before the 20<sup>th</sup> day of the calendar month following the quarter being reported.

**Sec. 21-65            Penalty and interest upon failure to report or remit tax**

If any person shall fail or refuse to report and remit to the Administrator the tax required to be collected and paid under this Article within the time and in the amount as provided for in this Article, there shall be added to such tax by the Administrator a penalty in the amount of ten percent (10%) of the tax due or the sum of ten dollars (\$10.), whichever is greater; provided, however, that the penalty shall in no case exceed the amount of the tax due. The Administrator shall also assess interest on the tax and penalty at the rate of ten percent (10%) per year from the day after the tax is due until paid.

**Sec. 21-66            Procedure when tax not collected or reported**

If any person shall fail or refuse to collect the tax imposed under this Article and to make within the time provided herein any report and remittance required, the Administrator shall proceed in such manner as he/she may deem best to obtain facts and information on which to base the tax due. As soon as the Administrator shall secure such facts and information as he/she is able to obtain upon which to base the assessment of any tax due and payable by any person who has failed or refused to collect such tax and to make such report and remittance, he/she shall proceed to determine and assess against such person the tax, penalty and interest as provided for in this Article and shall notify such person by registered mail, sent to the last place of known address, the amount of such tax, penalty and interest, and the total amount thereof shall be payable within ten (10) days of mailing of such notice. The Administrator shall have the power to examine such records for the purpose of administering and enforcing the provisions of this Article as are provided by law.

**Sec. 21-67            Preservation of records**

It shall be the duty of every person liable for the collection and payment to the town of any tax imposed by this Article to keep and preserve for a period of two (2) years such suitable records as may be necessary to determine the amount of such tax as he may have been responsible for collecting and paying to the town. The Administrator shall have the right to inspect such records at all reasonable times.

**Sec.21-68            Procedure upon cessation of business**

If any person liable for any tax, penalty, or interest levied under this article sells the business or quits the business, a final return and payment shall be made within 15 days after the date of selling or quitting the business. The business' successors or assigns, if any, shall withhold sufficient of the purchase money to cover the amount of such taxes, penalties, and interest due and unpaid until such former owner produces a receipt from the treasurer showing that they have been paid or a certificate stating that no taxes, penalties, or interest are due. If the purchaser of a business or stock of goods fails to withhold the purchase money as provided in this section, the purchaser shall be personally liable for the payment of the taxes, penalties, and interest due and unpaid on account of the operation of the business by any former owner.

#### **Sec. 21-69            Exceptions**

No tax shall be payable hereunder with respect to any payment for lodging or the use of space paid by or for any federal, Virginia, County of Loudoun or Round Hill official or employee when on official business.

#### **Sec. 21-70            Violations and penalties**

Any person who shall violate any of the provisions of this Article shall, upon conviction thereof, be fined not less than five dollars (\$5.) nor more than five hundred dollars (\$500.) or confined in jail for not more than thirty (30) days, either or both. Every violation and each day's continuance thereof shall constitute a separate offense. Such conviction shall not relieve any such person from the payment, collection or remittance of said tax as provided in this Article.

*Alternative Sec.21-60 (from the City of Manassas):*

*Any person violating or failing to comply with any of the provisions of this article shall, upon conviction thereof, be guilty of a Class 3 misdemeanor if the amount of the tax lawfully assessed is \$1,000.00 or less, or a Class 1 misdemeanor if the amount of the tax lawfully assessed is more than \$1,000.00 and punishable as provided in [section 1-14](#) (Town's Sect. 7-11). Conviction shall not relieve any person from the payment, collection or remittance of the tax as provided in this article. Each violation or failure shall be a separate offense.*

**State Law reference**— Criminal penalties for failure to file returns, false statements, Code of Virginia, § 58.1-3916.1.



## Staff Report

**TO:** Town Council

**FROM:** Melissa Hynes, Town Administrator & Zoning Administrator

**DATE:** January 31, 2020

**SUBJECT:** CPAM 2019-01 – Criteria for Water & Sewer Extension

### BACKGROUND:

In March 2019, the Town Council directed the Planning Commission to consider a recommendation on CPAM 2019-01, a proposed comprehensive plan amendment concerning criteria for the future extension of water and sewer service to properties outside the town limits in the Greater Round Hill Area, that could possibly meet the unmet housing needs outlined in the 2017 Comprehensive Plan.

These are the parcels that were studied:

PIN #	Address	Zoning	Acreage	Current Use	Land Bay
585-39-6152	17711 Airmont	AR-1	15.05	Vacant	7
585-39-2148	35583 Trebor Ln	AR-1	2.64	Vacant	
585-39-2030	35615 Trebor Ln	AR-1	2.35	Vacant	
555-28-5759	36147 E Loudoun	AR-1	7.00	Old Motel	8
555-38-1231	35148 E Loudoun	AR-1	11.71	Farm with Home	9

The Commission and Town Council held a joint public hearing on this amendment on October 10, 2019 at which numerous members of the public provided comments.

On January 14, 2020 the Planning Commission voted to pass a recommendation to the Town Council on CPAM-2019-01 that only included the Old Motel property and deleted the other two properties.

CPAM-2019-01 is for a proposed amendment under ***Chapter 12 – Greater Round Hill Area***. It sets forth a land use policy for areas to consider for future extension of water & sewer service within the Greater Round Hill Area. The CPAM proposes that the Town would consider the extension of the Town Water & Sewer Service Area to the Old Motel Property for the following uses:

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.

The CPAM also proposes to permit extension of the Town Water & Sewer Area for a “Non-Specified Area of the Land Bays Map... 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.”

In addition, CPAM 2019-01 proposes to add the following definition to Chapter 14 - Glossary:

- **“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.

The proposed CPAM would add a new land bay to the Land Bays Map to allow the Town to consider utility service extensions in the future.

The land bays that were considered in CPAM-2019-01 are zoned by the County as AR-1. A copy of the permitted uses in this zone is attached. The list of uses permitted by right or by special exception is quite long. It includes not only by-right single-family residential development but also includes such uses as the following:

<b><u>Example of Uses in AR-1</u></b>	
<b>Permitted or Special Exception Use</b>	<b>Minimum Acres</b>
Commercial Winery	10 acres
Farm Based Tourism	No Minimum
Sawmill	12 acres
Animal Hospital	5 acres
Ag Cultural Center	10 acres
Cemetery	10 acres
Fire and/or Rescue Station	2 acres
Police Station	2 acres
Religious Assembly Use	10 acres
Teahouse or Coffeehouse	5 acres
Banquet or Event Facility	20 acres
Restaurant	20 acres

Restaurant (adaptive reuse)	No Minimum
Eco-Tourism	5 acres
Antique Shop or Art Gallery or Craft Shop	1 acre
Auction House	10 acres
Stockpile of Dirt	5 acres
Brewery	No Minimum
Bed and Breakfast Homestay	No Minimum
Bed and Breakfast Inn	5 acres
Country Inn (40 rooms)	20 acres
Commercial Nursery	No Minimum
Commercial Kennel	No Minimum
Child Care Center	No Minimum
Farm Machinery Sales	No Minimum

Please review the following attachments:

- 1) **Intent to Amend/Scope of Work:** What was the official request from the Town Council to the Planning Commission at the start of this project?
- 2) **Compliance with the Comprehensive Plan:** How would the Town review a development proposal or a rezoning application?
- 3) **List of AR-1 uses under County Zoning:** What is currently permitted under the current zoning for these properties?
- 4) **Draft Chapter 12:** How would CPAM-2019-01 be incorporated into the Comprehensive Plan? This document shows the redline changes under land bays. It allows you to see how the text amendment would be finalized in the overall document

**MOTIONS (are on the next page)**

**Draft Motion #1:** I move that the Round Hill Town Council to approve CPAM-2019-01 as presented

**Draft Motion #2:** I move that the Round Hill Town Council to approve CPAM-2019-01 with the following changes: \_\_\_\_\_

**Draft Motion #3:** I move that the Round Hill Town Council table the vote on CPAM-2019-01

**Draft Motion #4:** I move that the Round Hill Town Council not make any change to the 2017 Comprehensive Plan



## ATTACHMENT #2

### Draft Text Amendment

*(As Recommended by the Town Council in 2019)*

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

- a. Description & Zoning: Located outside of Town boundaries, and outside of the Joint Land Management Area, zoned AR-1 and PDH-3. Adjacent to the Town Boundary or the JLMA Boundary.
- b. Uses: Town supports a boundary line adjustment to bring these parcels into Town limits or into the Town Water & Sewer Service Area for the following types of uses:
  1. Town, County or State-owned Public Facility or Community Facility that would fill the gap in the unmet needs for recreation opportunities or public services
  2. Low Density Residential (1 dwelling unit per acre) that would fill the gap in the unmet housing needs of the Town of Round Hill, specifically workforce housing, senior housing, or universal design housing.
  3. Nursing home, residential care facility or assisted living facility (up to 4 dwelling units per acre) that would fill the gap in the lack of housing for the aged, infirmed or disabled.
- c. Conditions: Town supports a boundary line adjustment to bring these parcels into Town limits or into the Town Water & Sewer Service Area under the following conditions:
  1. Proposed development complies with the goals and objectives of the Round Hill Comprehensive Plan.
  2. Proposed development is not greater than 2.5 stories in height.
  3. Proposed development is not a townhouse or a duplex, but a quadplex or a duplex may be considered if appears from the public street as a single-family house.
  4. Traffic generated by the proposed development does not adversely impact the intersection of Main Street and Loudoun Street. Contribution to reduce impact would be factored into any decision.
  5. Water and Sewer usage by the proposed development does not adversely impact the Water and Sewer capacity of the Town.

6. Proposed development must maintain the rural character of the southern portion of Town.
  7. Proposed development contributes to pedestrian improvements connecting the applicant's property to community facilities within 0.5 mile
- d. Location: Town supports a boundary line adjustment to bring these parcels into Town limits or into the Town Water & Sewer Service Area at the following locations:

**1. Specific Addresses:**

17711 Airmont Road  
35583 Trebor Lane  
35615 Trebor Lane  
36147 E Loudoun Street  
36169 E Loudoun Street  
36148 E Loudoun Street

**2. Non-Specific Properties:**

Town would support the possible extension of the Water & Sewer Service Area to a property adjacent to the Town Boundary or Town JLMA, that 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.

e. Related Comprehensive Plan Elements:

1. Heritage & Community Character
2. Housing & Community Development

# ATTACHMENT #1

## Scope of Work

*(Direction from Town Council to Planning Commission)*

1. To prepare a recommended draft text amendment(s) to the 2017 Town of Round Hill Comprehensive Plan Chapter 12: Greater Round Hill Area
2. To refer to Attachment #1 and Attachment #2 for guidance
3. To not consider specific projects or developments, but to draft text amendment (s) that will address the unmet housing needs that are referenced in the 2017 Town of Round Hill Comprehensive Plan under Chapter 6: Housing & Community Development
4. To not study land bays or vacant parcels outside of the Land Bay #6. Land Bay #7 and Land Bay #8 as referenced in the October 2016 Planning Commission Draft Round Hill Area Land Bays Map (found in Chapter 12)
5. To use the draft language in Attachment #2 as direction from the Round Hill Town Council towards their preferred policy language
6. To hold a public hearing and present a final recommendation to the Town Council by June 20, 2019. The Town Council is willing to hold a joint public hearing.

## 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 2019 Comprehensive 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 2019 Comprehensive 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	Creekside	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 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 four 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 (as called out in the end of this chapter)

### 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 parcel 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 parcel 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.

# **TOWN OF ROUND HILL**

## **RESOLUTION**

### **INTENT TO AMEND COMPREHENSIVE PLAN**

**RESOLUTION:** 2019-05

**PRESENTED:** March 21, 2019

**A RESOLUTION: REFERRING REVIEW AND DRAFTING OF COMPREHENSIVE PLAN AMENDMENTS TO THE PLANNING COMMISSION TO DEVELOP CRITERIA FOR THE POSSIBLE FUTURE EXTENSION OF THE TOWN WATER & SEWER SERVICE AREA IN ORDER TO IMPLEMENT 2017 COMPREHENSIVE PLAN RESIDENTIAL GOALS AND OBJECTIVES.**

**WHEREAS,** The Round Hill Town Council adopted a revised 2017-2025 Comprehensive Plan on January 10, 2017 with supportive language to address current unmet needs for various types of housing and to allow for greater use of residential properties; and

**WHEREAS,** The Housing & Community Development Chapter, under Goal 2, sets forth the objective, with recommended strategies, to prepare for an aging population with a housing supply that serves retirees and the elderly, as well as persons with disabilities and/or special needs; and

**WHEREAS,** The Housing & Community Development Chapter, under Goal 2, sets forth the objective, with recommended strategies, to support Loudoun County in its goals to meet the demands for affordable housing and workforce housing in western Loudoun County; and

**WHEREAS,** The Housing & Community Development Chapter, under Goal 3, sets forth the objective, with recommended strategies, to permit cluster subdivisions to encourage the development of smaller homes on smaller lots as alternative housing choices for multiple population groups; and

**WHEREAS,** The Greater Round Hill Area Chapter, under Goal 3, sets forth the objective, with recommended strategies, to support the creation of County community facilities in the Greater Round Hill Area to better serve the Town and the JLMA; and

**WHEREAS,** The Round Hill Town Council intends to review the Comprehensive Plan and amend it where necessary to develop criteria for the possible extension of the Town Water & Sewer Service Area to implement the foregoing referenced residential goals and objectives; and

*(Continued on Page 2)*

**WHEREAS,** Code of Virginia of 1950, as amended, §15.2-2229, authorizes amendments to the Comprehensive Plan and referral of Comprehensive Plan amendments to the Town Planning Commission for review, preparation, public hearing, and recommendation.

**NOW THEREFORE BE IT RESOLVED,** that the Round Hill Town Council hereby refers to the Town Planning Commission, the review of the current Comprehensive Plan as it relates to the extension of the Round Hill Water and Sewer Service Area to properties adjacent to the existing Town Water and Sewer Service Area to implement Comprehensive Plan residential goals as referenced in this resolution, and

**BE IT FURTHER RESOLVED,** that the Round Hill Town Council directs the Planning Commission to follow the Scope of Work found in Attachment #1. The Town Council requests that the Planning Commission complete this work, hold a public hearing and make a formal recommendation to the Town Council by no later than June 20, 2019.

**ADOPTED THIS \_\_\_\_ DAY OF MARCH, 2019**

SIGNED: \_\_\_\_\_  
Scott T. Ramsey, Mayor

ATTEST: \_\_\_\_\_  
Melissa Hynes, Town Clerk