

**BOARD OF SUPERVISORS
TRANSPORTATION and LAND USE COMMITTEE**

MEETING SUMMARY

June 15, 2011

Committee Members Present:

Kelly Burk, Chair
Eugene Delgaudio
Sally Kurtz
Andrea McGimsey

Committee Members Absent:

Scott York

1. Fee Waiver Request/Michael & Son Services Cares Program

Election District: Broad Run

Staff Contacts: Mike Seigfried & Terry Wharton, Department of Building & Development

Michael and Son Services have submitted a request for a waiver of building permit fees in the amount of \$530.00. In October 2010, Michael and Sons established its "Cares" program which is a charitable program intended to assist families in need. The current project is to assist a family in Ashburn Village whose son was attacked and is currently in a vegetative state. The subject property is located on the East side of Carthagen Court, north of Cheltenham Circle. The project involves expanding the existing bathroom to make it handicapped accessible, finishing the basement for a bedroom, and possibly upgrading the electrical system to handle the needs of the medical equipment. As part of this program Michael and Sons donates their time for the project and solicits businesses to donate materials. As noted in the request, B & F Ceramics Design will be contributing tiles and installation. It is estimated that the cost of the project will be approximately \$25,000 and will include four (4) of the construction trades to be involved. Based upon this information, it is estimated that the building permit fees will total \$530.00. At its June 15 meeting, the Transportation and Land Use Committee voted on consent 3-0-2 (Delgaudio and York absent), to approve the request to waive building permit fees in the amount of \$530. No further Board action is required.

2. Fee Waiver Request/Potomac Baptist Church

Election District: Sugarland Run (Former); Algonkian (New)

Staff Contacts: Mike Seigfried & Terry Wharton, Department of Building & Development

Potomac Baptist Church has submitted a request for a waiver of fees in the amount of \$4,817.66 in association with the submission of a Site Plan to construct a multi-purpose gymnasium. The multi-purpose gymnasium will not only serve church programs, but is proposed to also serve as a Loudoun County polling place, emergency disaster relief location, a Lifeline Screening Center, and a meeting place for secular organizations such as the Boy Scouts of America. The gymnasium would also be open for community basketball and volleyball games. It does not

appear that this organization is eligible for a waiver request under the Board adopted guidelines for waiving application fees. At its June 15 meeting, the Transportation and Land Use Committee voted on consent 3-0-2 (Delgaudio and York absent), to approve the request to waive the site plan fee in the amount of \$4817.66. No further Board action is required

3. **Fee Waiver Request/Audubon Society Naturalist Society**

Election District: Catoclin Former and New

Staff Contacts: John Merrithew and Julie Pastor, Department of Planning

The Audubon Naturalist Society is seeking a Minor Special Exception (SPMI) to conduct indoor and outdoor events at the Margaret Dole Rust Estate located at 802 Children's Corner Road in Leesburg. The applicant is requesting a waiver of the SPMI fees in the amount of \$8,215. The property was conveyed to the Audubon Naturalist Society (ANS) for uses consistent with the open space easement and is open to the public for passive use, school field trips, bird walks, and summer day camp. The Estate includes the late Mrs. Rust's residence and surrounding 62-acre property and is subject to a Virginia Outdoor Foundation easement which limits subdivision, road construction, grading and clearing, and new construction. The Audubon Society is classified as a public charity and is tax exempt under IRS section 501.c.3. Staff finds the applicant's request is consistent with the County's fee waiver policy. At the June 15 TLUC meeting, the applicant stated that while the ANS wishes to continue its efforts to conserve the sanctuary, it would give Northern Virginia Regional Park Authority the responsibility for operating the events rental program and managing the grounds, and the ANS would charge the Park a rental fee. The Committee voted 4-0-1 (York absent) to approve the request to waive the \$8,215 fee for the Audubon Naturalist Society Minor Special Exception request. No further Board action is required.

4. **Transit Development Plan**

Election District: Countywide

Staff Contacts: Nancy Gourley and Andrew Beacher, Office of Transportation Services

In 2008, the Virginia Department of Rail and Public Transportation (DRPT) began the process of developing a series of plans that are to provide the blueprint for future DRPT programs, projects and initiatives. One such initiative is the Statewide Transit Six-Year Plan. The Statewide Transit Six-Year Plan can be viewed as an analog to the Virginia Department of Transportation's (VDOT) Six-Year Plan. In order to develop this plan, DRPT has been working with each transit agency/operator, including Loudoun County, to develop a local Transit Development Plan, or TDP, which is then compiled into the Statewide Transit Plan. Each TDP is funded by DRPT, and accomplished with the assistance of DRPT and its on-call consulting firm, Connecticut Transportation Group. The TDP is intended to be a six-year short-term action document with minor adjustments made every year. DRPT requires that TDPs be completely updated every three years. The TDP is designed to help transit operators improve their efficiency and effectiveness by identifying the need and required resources for modifying and enhancing services provided to the general public. These plans also provide a solid foundation for funding requests and feed directly into the programming process. Staff provided an overview of the TDP

process to the TLUC on January 19, 2011. The draft TDP for Loudoun County was recently completed and was made available to the TLUC at its June 15 meeting for information and review (Attachment 1). Jim Baker, the project manager for Connetics Transportation Group, provided a presentation of the draft TDP (Attachment 2), which highlighted the draft TDP including goals and objectives, year-by-year service plan, facility and capital needs, and a financial plan that identified costs and potential funding sources. Following discussion of the Plan, staff stated that the TDP is presented as information at this time since it is tied to the Dulles Rail extension project and official action is not needed until issues associated with the project are resolved.

5. Government Support Center/Transportation Issues

Election District: Catoclin (Former & New)

Staff Contacts: Lewis Rauch, Office of Capital Construction; Dale Castellow, Office of Transportation Services

At its February 28, 2011 meeting, the Board of Supervisors established a Steering Committee consisting of representatives from the Town of Leesburg and the Kincaid Forest and Tavistock Farms Homeowner's Associations to review the proposed Government Support Center Master Plan and develop specific recommendations that would be identified and brought forward to the Board for review. The Steering Committee recommendations were presented to the Board of Supervisors on May 3, 2011. The Board approved building relocations as recommended by the Steering Committee and forwarded the transportation-related recommendations to the Transportation and Land Use Committee for further consideration. At the TLUC's Committee meeting on May 18, staff provided an overview of the Steering Committee's transportation recommendations and discussed associated issues identified by staff, as summarized in the May 18 staff report. Following discussion, the Committee voted 5-0 to authorize staff to develop a work plan for the proposed changes to the 2010 Revised Countywide Transportation Plan and the ongoing design work with respect to Crosstrail and Kincaid Boulevards, and to provide information regarding the implications at the Committee's June 15, 2011 meeting. This item contains a work plan to implement the recommendations outlined in the Steering Committee's Final Report. Staff recommends that the Committee recommend to the Board of Supervisors that staff be authorized to move forward with the work plan. On June 15, Staff discussed the details and implications of the work plan with the Committee and recommended that staff be authorized to move forward on the work plan. Following further discussion, the Committee voted 4-0-1 (York absent) to forward this item to the Board of Supervisors with a recommendation that staff be authorized to move forward with the work plan, including actions necessary to initiate the additional design work associated with Crosstrail Boulevard in the amount of \$800,000, and to initiate the comprehensive plan amendment to remove Miller Drive from the *2010 Countywide Transportation Plan*; the Committee further moved that the Board direct staff to prepare a letter to the Town of Leesburg conveying the wishes of the Steering Committee with respect to traffic calming on Kincaid Boulevard and Tavistock Drive

6. **Renewal of Residential Parking District**

Staff Contacts: Charles Acker & Andrew Beacher, Office of Transportation Services

Election District: Abbey Circle Area: Sugarland Run (Former); Algonkian (New)

Codified Ordinance Change: Countywide

In 2009 the Board of Supervisors enacted a Residential Permit Parking District Ordinance to provide residents relief from congestion and eliminate unreasonable burdens in gaining access to their property. As a result of the pilot program at Abbey Circle, staff has determined that modifications may be necessary to ensure that OTS can continue to servethis and other communities in the future. This item reports on the effectiveness of the Ordinance and establishes a Fee Schedule for existing and new districts. Staff recommends scheduling a public hearing to consider amendments to Chapter 490 of the Codified Ordinances to include modified language and prposed fee schedule as included in Attachment 2 of the item. At the June 15, TLUC meeting, staff provided an overview of the pilot program and recommended that a public hearing be scheduled to consider amendments to Chapter 490 of the Codified Ordinances to include modified language and proposed fee schedule as attached to the staff report. The TLUC voted 4-0-1 to recommend that this item be forwarded to the Board of Supervisors with a recommended that the Board approve the continuation of the parking district at Abbey Circle in the Sugarland Run development, and schedule a public hearing to consider amendments to Chapter 490 of the Codified Ordinances of Loudoun County to include the modified language and proposed fee schedule as developed by staff and attached to the staff report. The Committee also expressed interest in having staff explore the alternative of giving Homeowners Associations the option to become the primary contact point for issuing the parking permits.

Staff Contact: Linda Huxta, Office of the County Administrator