

AT A JOINT MEETING OF THE DUMFRIES TOWN COUNCIL AND THE PLANNING COMMISSION, HELD ON JULY 31, 2014, AT 7:00 P.M., IN THE COMMUNITY CENTER, 17757 MAIN STREET, DUMFRIES, VIRGINIA:

THERE WERE PRESENT: Mayor Gerald Foreman
Vice-Mayor Willie Toney
Charles Brewer
Helen Reynolds
Derick Wood
Laura O'Dell, Planner/Zoning Administrator
Olaun Simmons, Town Attorney
Daniel Taber, Town Manager

THERE WERE ABSENT: Kristin Forrester
Gwen Washington

**PLANNING COMMISSION
THERE WERE PRESENT:**

John Webb, Chair
Naeem Arshad
Selonia Miles
Chris Padberg
William O'Kelly Russell
Louise Waggy, Vice-Chair

THERE WERE ABSENT: Lou Praino, Vice Chair

IN RE: CALL TO ORDER AND ROLL CALL

Mayor Foreman called the meeting to order. Dawn Hobgood, Town Clerk, took roll call for Town Council and the Planning Commission.

IN RE: MOMENT OF SILENT PRAYER AND REFLECTION AND PLEDGE OF ALLEGIANCE

There was a moment of silent prayer and reflection, then all in attendance recited the Pledge of Allegiance to the Flag of the United States.

IN RE: DISCUSSION ITEM(S)

- A. COUNCIL'S VISION FOR THE TOWN AND EACH ZONING DISTRICT**
- B. HOW DOES THE VISION MATCH THE COMPREHENSIVE PLAN**
- C. BUILDING HEIGHT FOR EACH DISTRICT AND HEIGHT REGULATIONS**
- D. DENSITY FOR EACH DISTRICT (INCLUDING RESIDENTIAL DISTRICTS)**

Discussions centered on what Council wants the Town to look like, a vision. The PC uses the Comprehensive Plan (CP) and Zoning Ordinance to make decisions on for applications they review. Some items/questions that came up included the following.

- Whether to have a standardized height.

- Historic versus redevelopment. It was pointed out that there are only two or three historic buildings and some land that is historical.
- The need for a professional planner. (Example used was Haymarket and K.W. Poore providing a plan that they have stuck to and is working).
- Whether to use Sector Plans to define what areas are going to look like.
- Dumfries using the slogan of being the Oldest Town in Virginia, which is really the oldest, chartered Town in Virginia.
- Questioned how big the historic overlay district is.
- It was mentioned that at one point there was a plan for Main Street; however, with the new development being proposed there are no set guidelines in place to follow.
- The need for community participation and buy-in.
- Reference the history of Dumfries. Historical Signs, markers, etc.
- Build to the vision/plan.
- Everything should be tied together.
- Need to know the process/step to achieve the desired goals.
- Look at getting the speaker from the Virginia Municipal League who talked about Marion.

E. PLACING UNDER THE DEFINITION OF “ASSEMBLIES” WITH CERTAIN RESTRICTIONS

This was brought up because there are 26 churches in the Town. If churches were defined as assemblies, there would be a requirement for adequate parking, fire suppression, and square footage. Churches are going into shopping centers, which should be used for retail/commercial services. It was pointed out that a church was allowed to go in with inadequate parking, so people are being bused in from several different locations. It was pointed out that the issue with square footage and fire suppression requirements is captured in the building code and the only thing the PC can really do is change the ordinance regarding the number of parking spaces required. The conditional use process (CUP) that was put into place was designed so that Council had some of the flexibility on where churches go. Churches were originally only allowed in residential areas. It was noted that most of the CUP's for churches were not approved at the PC level; however, every CUP that has been forwarded to Council has been approved. It was mentioned that Federal Law governs churches and the Council needs to be careful not to violate those laws. Council cannot limit the number of churches allowed. It was clarified, knowing that Council is frustrated with CUP's in the business district, that the use can be stricken from the ordinance and not

allowed in the business district at all because they are permitted in the residential district. This would not prohibit religious rights in the Town. It was mentioned that in Prince William County (PWC) the language is not a CUP but a Special Use Permit (SUP). There are certain uses that sometimes you need to have in a district that it is not normally found in or it is a use that is an addition. The example provided was PWC requiring a SUP for a bank or McDonald’s with a drive-thru on it. In Fairfax, a SUP is required for a substation for Dominion Power. The CUP is a necessary mechanism for a zoning tool. There may be too much flexibility in the CUP and it may be being used as a catchall. CUP’s need to be taken on a case-by-case basis unless the Council wants to strike certain uses out.

F. PLANNING COMMISSION REVIEW OF SITE PLANS FOR TOWN OWNED PROPERTY

It was noted the reason this was brought up was the property behind Town Hall and Ginn Memorial Park. It was noted the individual who placed this on the agenda was not in attendance. The question came up as to why the PC has to review the site plans for Town owned property. The example of the Town Hall sign, which did not go through the proper process, was given as to why. It was stated that if it goes straight to Council Public Works or the Zoning Administrator does not review the plans. It was clarified that during the design and buildout of Ginn Park the Chair of the PC, the Zoning Administrator, and the Director of Public Works were involved. It was noted that there is no exemption for the government to bypass the process.

Takeaways -

The Town Manager will look into the information on a planner/consultant.

Information on who the speaker was at VML at try to schedule a presentation to Council.

Canvas the Northern Virginia Regional Commission and the Northern Virginia localities to see who they recommend and not recommend assisting with revitalization.

IN RE: ADJOURNMENT

Mayor Foreman moved, seconded by Mr. Padberg, to adjourn the meeting. The motion carried by the following voice vote: Mr. Brewer, no; Mr. Foreman, yes; Ms. Forrester, absent; Ms. Reynolds, yes; Mr. Toney, yes; Ms. Washington, absent; Mr. Wood, yes; Mr. Arshad, yes; Ms. Miles, yes; Mr. Padberg, yes; Mr. Praino, absent; Mr. Russell, yes; Ms. Waggy, yes; Mr. Webb, yes.

Minutes submitted by

Approved by

Dawn Hobgood
Town Clerk

Gerald M. Foreman
Mayor