



TOWN COUNCIL WORK SESSION MINUTES

Monday, October 20, 2014 @ 7:00pm
Front Royal Administration Building

1. Purchase of Police Vehicles – *Chief of Police*

SUMMARY HERE:

Council Discussion:

Nicewarner noted that they would like better operating vehicles for the police force, and they have asset forfeiture funds in place for the purchase.

Sayre asked about the funding; Chief Shiflett noted that it was about \$191,000 and it was from a pharmaceutical company that paid a huge fine through the federal government.

2. FY16 MAP21 Grant Application Proposal – *Director of Planning/ Zoning*

Summary: This past year was a success for future pedestrians in the Town. Happy Creek Trail, Phase 2, was completed, and in addition, the Town was awarded a FY 15 MAP-21 Transportation Alternatives Grant for pedestrian improvements at intersections along Commerce Avenue. Town Staff believes the next step is to pursue the continuation of Happy Creek Trail, as recommended in the Town Plan, Royal Shenandoah Greenway, and Town Vision. To help this project move forward, Town Staff is proposing that the Town submit a FY 16 MAP-21 Transportation Alternatives Grant.

The Map-21 Transportation Alternatives Program was created by the 2012 transportation bill “Moving Ahead for Progress in the 21st Century” (MAP-21). That bill reformed several existing grant programs within the Commonwealth into the current MAP-21 Program. VDOT currently administers the grant program. Awarded grantees are required to provide a 20% match, which can be a mixture of funding and in-kind payment.

The proposed segment of trail would run along Criser Road from the current southern terminus of Happy Creek Trail to the intersection of Rt. 340 and Criser Road. If Town Council supports moving forward with this project, and supports the submission of the proposed grant application, a sample resolution would need to be adopted by Town Council. A sample version of this resolution is attached with this coversheet. If the grant is awarded, an administrative agreement would be required before any legal or funding commitment is made. If Town Council supports moving forward with the grant application the sample resolution should be added to the October 27, 2014 Town Council Agenda.

Staff Recommendations: Town Staff requests authorization to submit the above-referenced grant application and for Town Council to pass the required resolution on October 27th.

Council Discussion:

Answering Council’s question, Mr. Camp stated that it would include rumble strips along the side and assuming they received the grant it would be approximately 2016 at the earliest. He added that they

have coordinated with the County of Warren, and they would most likely request grant funding as well.

Mr. Camp noted that for the Westminster area it would be about \$100,000, and they could submit this section of the Town as well for safe walking paths to the High School and Hilda J. Barbour. Councilman Hrbek asked about the School System applying for the Westminster section as well. Mr. Camp noted that they are no longer accepting endorsement letters, though previously that was the process, which showed community support.

Vice Mayor Parker asked about a similar proposal for Leslie Fox Keyser, as that area was more densely populated and had no sidewalks either. Council chose to submit it for the following year for the next grant.

3. Public Private Partnerships – *Town Attorney*

SUMMARY HERE

Councilman Tewalt noted that he would prefer to go this route for the Police Department's building. He voiced support of it moving forward immediately. Mayor Darr and Councilman Hrbek stated that it would be an ordinance. Councilman Tewalt noted that it would be a resolution. Mayor Darr voiced support of doing it as an ordinance if it would be something more permanent; Mr. Tewalt seemed to agree.

Councilman Tharpe stated that the Chief of Police may have some concerns with this set up for their new building. Mayor Darr noted they could look at that matter once they had the ordinance in place. Mr. Tewalt noted that the Town had the full control over the matter.

Council agreed to have things move forward. Mr. Tewalt stated that he would ask that it should come forward immediately; Mayor Darr agreed. Mayor Darr stated that many localities were using this process and it seemed quite beneficial. Mr. Burke stated that it would go back to worksession once ready.

4. Continued Discussion of Amendments to Chapter 148 – *Director of Planning/ Zoning*

Summary: On March 19, 2014, the Town of Front Royal Planning Commission recommended a comprehensive update of Chapter 148 (Subdivision & Land Development).

Below are six (6) reasons why these code amendments should be adopted:

- 1) The amendments ...update the Town Code to comply with the Virginia Code.
- 2) The amendments ...eliminate numerous conflicts and vagueness in the code.
- 3) The amendments ...allow design flexibility in new development projects.
- 4) The amendments ...create a more user friendly code.
- 5) The amendments ...allow a simpler process for small projects.
- 6) The amendments ...add safeguards to ensure that required public improvements are completed to Town specifications.

The proposed ordinances amendments include 112 pages. A digital copy is presently posted on the town website at <http://www.frontroyalva.com/draft-ordinances.html> and is attached

to this coversheet with digital versions of the Town Council Agenda. If requested, Staff would be glad to provide paper copies.

Staff Recommendations: Staff recommends that Town Council hold a public hearing to consider adoption of the proposed ordinance amendments. Staff also recommends that a public hearing be scheduled for the adoption of the changes to Chapter 156 (Urban Forestry) and 175 (Zoning). As required by the Town Code, a 1st and 2nd Reading is required prior to adoption.

Councilman Funk arrived at 7:35 p.m.

Council Discussion:

Councilman Tewalt expressed hope that homes were set at certain levels, even if it took some type of a special exemption. He noted that should a lot be against a ravine, then the ravine should be filled in. Mayor Darr noted that in-fill lots should be looked at on that matter as well.

Council discussed the changes to the compact car provisions, and how it was not a requirement and only was for up to 20% of the parking areas. Councilman Hrbek asked about sidewalk requirements being 5'. He noted that it seemed excessive, and other members of Council expressed their agreement with Mr. Hrbek.

Councilman Tewalt noted that he was not in favor of the 32' street width, as it was too narrow. Councilman Sayre voiced his agreement with Mr. Tewalt. Mr. Burke noted that it complied with VDOT standards. Mr. Tewalt noted that the Town was not required to comply with their standards. Mr. Tewalt asked if their standards included curb and gutter, as it was different from those without. Mr. Burke noted that the Town could exceed VDOT standards, correct. Mr. Camp clarified that Mr. Tewalt was not in agreement with 32' on any street.

Council discussed the street widths in detail, including how the gutter plans change the definition of street width determination. Mr. Camp noted that he understood the concerns of Council. It will return to Council's next worksession and then proceed to public hearing.

5. UFAC Terms Expiring

advertise in freebies

ask Yager, Whitten, Vaught – check to see if they would like to serve

6. Council Discussion/Goals

Tewalt – prolong the K-mart closing, due to the bridge work – send a letter

Burke – resolution on next agenda

Check to see if County will do similar resolution

Callahan sewer claim discuss

VML recommends that VML do the investigation, rather than going independent, as it beyond what is normal, as with any claim

Napier noted that VML seems to be correct in their findings

Councilman Funk asked about the Happy Creek with the recent rains; Burke noted that only 8th Street, slight flooding

NO WORKSESSION on Nov 3rd