



**AGENDA
PURCELLVILLE TOWN COUNCIL MEETING
MARCH 8, 2016, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

1. **CALL TO ORDER OF REGULAR MEETING** (Mayor Fraser)
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION** (Mayor Fraser)
4. **PRESENTATIONS**
 - a. Flutonic Harmonics® Flute Studio Flute Choir (Michelle Rubis) (*5 mins.*)
 - b. GFOA Budget Award (L. Krens)
5. **AGENDA AMENDMENTS/APPROVAL** (Town Council and Staff)
6. **PROCLAMATIONS/RECOGNITIONS** (Mayor Fraser)
 - a. None
7. **PUBLIC HEARINGS**
 - a. **Rezoning RZ15-01** (pgs. 5-18)
The purpose of this public hearing is to rezone .35 acre parcel at 781 S. 20th Street from IP to R-2.
 - b. **Comprehensive Plan Amendment CPA15-02** (pgs. 5-18)
The purpose of this public hearing is to change planned land use of .35 acre parcel at 781 S. 20th Street from Institutional/Government to Residentail-2 Dwelling Units Per Acre
 - c. **Zoning Ordinance Text Amendment OA15-04** (pgs. 5-18)
The purpose of this public hearing is to add transitional housing as a use allowed by special use permit in R-2, add standards for the use, and add a definition for the use
 - d. **Proposed Real Property Tax Increase** (pgs. 19-20)
The purpose of this public hearing is to receive comments on the proposed real property tax rate increase for calendar year 2016.

8. STANDING COMMITTEE/COMMISSION/BOARD REPORTS

- a. Planning Commission (Doug McCollum, Chairman/Council Liaison)
- b. Board of Architectural Review (Pat Giglio, Chairman/Council Liaison)
- c. Parks and Recreation Advisory Board (Eamon Coy, Chairman/Vice Mayor McConville, Council Liaison)
- d. Economic Development Advisory (Daniel Abramson, Chairman/Council member Nave, Council Liaison)
- e. Purcellville Arts Council (Liz Jarvis, Chair/Council member Jimmerson, Council Liaison)

9. CITIZEN/BUSINESS COMMENTS (Mayor Fraser)

(All citizens who wish to speak will be given an opportunity, and limits will be imposed on all speakers. All speakers should sign up prior to speaking and Town residents will be given the first opportunity to speak.)

10. MAYOR AND COUNCIL COMMENTS (Mayor Fraser)

11. DISCUSSION/INFORMATIONAL ITEMS

- a. Economic Development Update (P. Sullivan) (pgs. 21-27)

12. ACTION ITEMS

- a. Annual Sports League Funding for Fiscal Year 2016* (D. Davis) (pgs. 29-62) (Motion pg. 31)
- b. Purcellville Marketing Video Proposal* (D. Davis) (pgs. 63-66) (Motion pgs. 65-66)

13. DISCUSSION OF ITEMS PROPOSED FOR FUTURE PRESENTATIONS / RECOGNITION

- a. None

14. APPROVAL OF MINUTES (pgs. 67-83)

- a. February 23, 2016 Town Council Meeting

15. CLOSED MEETING* (pgs. 85-88) (Motions pgs. 86-87)

- a. To consult with legal counsel regarding Mary Ellen Stover's appeal of the BZA's Vineyard Square decision to the circuit court.
- b. To consult with legal counsel regarding the HVAC system at Town Hall.

16. ADJOURNMENT

***Roll Call Votes**

IF YOU REQUIRE ANY TYPE OF REASONABLE ACCOMMODATION AS A RESULT OF PHYSICAL, SENSORY OR MENTAL DISABILITY IN ORDER TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT DIANA HAYS, TOWN CLERK, AT 540-338-7421. THREE DAYS NOTICE IS REQUESTED.

USE OF ELECTRONIC DEVICES DURING MEETINGS

For the comfort and consideration of others, all cellular phones should be turned off or silenced and not used in the Council Chambers. This is requested due to the potential for interference with our recording devices and the transmittal of our hearing impaired broadcast, when in use.

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STAFF REPORT
PUBLIC HEARING ITEMS

Items # 7a-c

SUBJECT: RZ15-01 – Zoning Map Amendment for 781 South 20th Street;
CPA15-02 – Comprehensive Plan Amendment for 781 South
20th Street; &
OA15-04 – Zoning Ordinance Text Amendment to Add
Transitional Housing as a SUP in R-2, Add a Definition for
Transitional Housing, and Add Use Standards for Transitional
Housing

DATE OF MEETING: March 8, 2016

STAFF CONTACT: Daniel Galindo, AICP – Senior Planner

SUMMARY and RECOMMENDATIONS:

The Town of Purcellville has initiated an application, coded as RZ15-01 (Attachments 1 & 2), to rezone a Town-owned property at 781 South 20th Street from IP, Institutional and Public Use District to R-2, Single-Family Residential District. This 0.3471 acre parcel (highlighted on Attachment 3) is currently in use as Mary’s House of Hope which provides transitional housing for single mothers and their children. The comprehensive plan’s planned land use for this property is Institutional/Government, so the Town has initiated an application, coded as CPA15-02, to amend the comprehensive plan to designate this property with a planned land use of Residential – 2 Dwelling Units Per Acre, in support of RZ15-01. In addition, “Transitional Housing” is not currently an allowed use in the R-2 District, so the Town has initiated a zoning ordinance text amendment, coded as OA15-04, to make the necessary modifications to add it as a use allowed by special use permit (SUP) in the district. Public hearings on RZ15-01, CPA15-02 and OA15-04 were held before the Planning Commission on February 4, 2016. Public hearings on these applications are scheduled to be held before Town Council on March 8, 2016.

Staff recommends approval of RZ15-01, CPA15-02 and OA15-04 for the reasons detailed in this staff report, and after its February 4th public hearings, the Planning Commission recommended approval by a 6-1 vote for the following motion:

I move that the Purcellville Planning Commission forward CPA15-02, RZ15-01 and OA15-04 to the Town Council with a recommendation to approve the applications for the reasons stated in the February 4, 2016 Staff Report.

NOTE: The reasons stated in the [February 4th staff report](#) to the Planning Commission are the same as those contained in this report to Town Council.

In addition, Vice Chair Theresa Stein stated that she voted against the motion because she feels that the “Transitional Housing” use fits better in the IP District than the R-2 District and that it is not good policy to change the ordinance for one specific user. After the Commission’s vote to recommend approval, she stated that Town Council should consider also adding “Transitional Housing” as a use in the IP District.

BACKGROUND:

Property Description

Each application involves the same Town-owned, 0.3471 acre parcel (the “Property”). The Property is addressed as 781 South 20th Street, Purcellville, Virginia and is located southwest of the intersection of A Street and South 20th Street. The Property is further identified in the Loudoun County land records as Tax Map Number /44//43/////A/ and Parcel Identification Number 489-38-4477-000. The Property is bounded to the east by the South 20th Street right-of-way and on the south, west and north by property owned by the Town of Purcellville. The Property has a planned land use designation of Institutional/Government and a zoning district designation of IP.

RZ15-01 Rezoning Description

The Town-initiated RZ15-01 application would amend the Town’s Zoning Map by changing the zoning district designation of the Property from IP, Institutional and Public Use District to R-2, Single-Family Residential District. The Property currently contains a building that was originally a single-family detached dwelling but is now occupied by Mary’s House of Hope which provides transitional housing to single mothers and their children. The Town has initiated RZ15-01 in preparation for the possible sale of the Property to the Good Shepard Alliance—the non-profit which operates Mary’s House of Hope. Good Shepard Alliance wishes to preserve their equity in the Property if the purchase is completed, so rezoning to R-2 would allow the building on the Property to revert to its historic use as a single-family detached dwelling at a future time, if necessary. Good Shepard Alliance plans to continue to use the Property for transitional housing; no additional development is currently proposed.

The existing IP, Institutional and Public Use zoning district designation for the Property allows public, civic, and institutional uses. Uses allowed in the IP district include bus shelters, churches, colleges or universities, community gardens, community or cultural facilities, farm and community markets, fire stations, government offices and assembly rooms, libraries, minor public utilities, parks, playgrounds, police stations, private clubs, private schools, public parking lots, rescue stations, special instruction schools, special events, temporary food trucks/trailers, and buildings and uses accessory to permitted uses.

The proposed R-2, Single-Family Residential zoning district designation is intended to provide for low-density single-family detached residential development together with

those public and semi-public uses and accessory uses as may be necessary or are normally compatible with residential surroundings. In addition, certain special care facilities and certain governmental, educational, recreational and utility uses are permitted by special use permit subject to such restrictions and requirements as will ensure compatibility with residential surroundings. Allowed uses in the R-2 zoning district include single-family detached dwellings, assisted living facilities for one to eight individuals, group homes, home occupations, playgrounds, minor public utilities, residential child cares, residential equestrian facilities, special events, yard sales or garage sales, and buildings and uses accessory to permitted uses.¹

A comparison of the dimensional regulations in each district is provided in Table 1 below.

Table 1: Comparison of Dimensional Regulations

| Standard | IP, Institutional and Public Use | R-2, Single-Family Residential |
|---------------------------|-------------------------------------|-----------------------------------|
| Minimum Lot Size | 10,000 sq. ft.* | 15,000-20,000 sq. ft. |
| Minimum Lot Width | - | 100 ft. |
| Lot Depth | - | 100-150 ft. |
| Minimum Front Yard | 0 ft.^ | 25 ft. |
| Minimum Side Yard | 0 ft.+ | 10 ft. |
| Minimum Rear Yard | 0 ft.+ | 25 ft. |
| Maximum Height | -#,** | Residential: 35 ft.** |

- * No minimum lot area for parcels without a substantial structure such as well and park sites.
- ^ Yards adjacent to a residential district shall have a setback equal to that district or the average setback of adjacent structures.
- + Yards adjacent to a residential district shall have a minimum yard of 10 feet.
- # Within 50 feet of a residential district, the maximum height of the nearest residential district shall apply.
- ** Up to 60 feet, if certain setbacks from the property line are met.

CPA15-02 Comprehensive Plan Amendment Description

In support of RZ15-01, the Town-initiated CPA15-02 application would amend the Town’s Planned Land Use Map, as published on page 116 of the *Purcellville, Virginia 2025 Comprehensive Plan (2025 Plan)*, by changing the planned land use for the Property from Institutional/Government to Residential – 2 Dwelling Units Per Acre. This designation would be consistent with the rezoning to R-2 proposed by the RZ15-01 rezoning application.

OA15-04 Zoning Ordinance Text Amendment Description

In support of RZ15-01 and because “Transitional Housing” is not currently an allowed use in the R-2 district, the Town has initiated a zoning ordinance text amendment, coded as

¹ For a complete list of uses in the IP and R-2 districts, see Zoning Ordinance Article 4, Section 1.

OA15-04, that would make the necessary modifications to add it as a SUP in the district. OA15-04 would amend the Town's Zoning Ordinance in the following ways:

1. Amend Article 4, Section 1, Subsection 1.1 to add "Transitional Housing" as a use listed in the Use Table and allow "Transitional Housing" as a use allowed by special use permit in the R-2 zoning district (i.e. shown as "SUP" in the Use Table);
2. Amend Article 4, Section 1, Subsection 1.2 to add standards for the "Transitional Housing" use; and
3. Amend Article 15, Section 2 to add a definition for the "Transitional Housing" use.

Attachment 4 displays the specific amendments proposed.

RZ15-01 & CPA15-02 ANALYSIS:

There are certain relevant factors that should be considered for any rezoning request. Article 1, Section 3 of the *Zoning Ordinance for the Town of Purcellville, Virginia* states that zoning districts must be drawn and applied by reasonably considering the following: the comprehensive plan; trends of growth and change; current and future requirements of the community as to land for various purposes; the transportation requirements of a community; requirements for public facilities and services; conservation of natural and historic resources; the existing use and character of property; the suitability of the property for various uses; efficiency and economy in the process of development; encouragement of the most appropriate and best use of land throughout the locality; encouragement of good civic design and the creation of a convenient, attractive and harmonious community; and to promote the health, safety, morals, order, convenience, prosperity and general welfare of the Purcellville community.

Provided below are the factors found in Article 1 of the Zoning Ordinance, as stated above, along with corresponding staff comments. Please note that the analysis of the components of the comprehensive plan covers many of Article 1's factors, so duplicate analysis will not be provided. Staff's analysis of CPA15-02 is also included below where relevant.

Consistency with the Comprehensive Plan

The *2025 Plan* was adopted in 2006 to "provide guidance for the coordinated and harmonious development of the territory in accordance with present and future needs and resources that will best promote the health, safety, morals, order, convenience, prosperity and general welfare of the community" (*2025 Plan*, p. 1). Accordingly, the Plan should serve as the basis for Town land use decisions, and staff provides the following analysis of its pertinent goals and policies.

Financial Planning for the Future

Purcellville continues to face costs for capital improvements and other enhancements designed to benefit the community, and this presents the challenge of maintaining fiscal balance and stability while paying for needed improvements. One method provided in the Plan to address this challenge is "to better balance the Town's tax base by working toward

30 percent of the value of the Town's real property tax base from commercial property and 70 percent from residential property" (*2025 Plan*, p. 22).

1. Whether used for transitional housing or single-family residential, this property would not increase the Town's commercial property tax base.
2. The Town's motivation for pursuing this application is to monetize a Town-owned asset, and while this specific strategy is not mentioned by the *2025 Plan*, it is an attempt by the Town to support the maintenance of fiscal balance and stability.

Staff Determination: RZ15-01 is partially in compliance with this portion of the Plan.

2025 Housing Policies

The housing policy section of the Plan calls for a balance between residential and commercial development to "promote a harmonious pattern of land development and a healthy land use balance that encourages community preservation, sustainable development and managed growth; increase the amount of commercial and light industrial development in Purcellville to provide a more balanced economy, local revenue structure, and cost effective public services; and provide more cost effective public services by achieving a real estate tax revenue ratio of at least 30 percent from commercial uses and no more than 70 percent from residential uses" (*2025 Plan*, p. 28). The Plan also seeks to "ensure a housing stock of sufficient size, diversity and quality for all residents to have a safe and sound place to live...ensure that new residential construction is compatible with the Town's existing small town character, protect historic residential structures and neighborhoods,...[and] continue to encourage innovative housing development options that enhance community character, preserve open space, and provide a range of housing choices" (*2025 Plan*, p. 29).

1. Due to the site's close proximity to the Hirst Farm and Valley Springs residential developments, the uses allowed by the requested R-2 zoning district are compatible with the pattern of land development surrounding the Property.
2. The site was formerly used as a single-family detached dwelling, and rezoning to R-2 would allow it to be used for that purpose in the future. However, the possible addition of this house at a future time would have no significant impact on the size, diversity and quality of the Town's housing stock.

Staff Determination: RZ15-01 generally complies with this portion of the Plan.

2025 Land Use Policies

The Plan includes policies to "provide for managed community growth and land development that ensures harmonious, compatible and orderly land use patterns" (*2025 Plan*, p. 111) and "provide a diversity of land uses that support the residential and business needs of Purcellville while ensuring economic, social and financial stability" (*2025 Plan*, p. 111). The Property has a planned land use designation of Institutional/Government.

1. RZ15-01's requested R-2 district zoning is not currently supported by the *2025 Land Use Policies* because the Property is designated for Institutional/Government on the

Planned Land Use Map. It is for this reason that CPA15-02 has been initiated by the Town in support of RZ15-01.

The Planned Land Use Map is a major component of the *2025 Plan* which was developed after thorough analyses and evaluation to display the future land uses desired by the Town. It is this map which CPA15-02 seeks to amend. As stated in the *2025 Plan*:

The [Planned Land Use Map] is reflective of the policies and initiatives discussed in the various elements of this Comprehensive Plan and the Town's desire to:

- achieve a better balance between residential and commercial and industrial development;
- increase opportunities for commercial and industrial growth;
- provide development densities in residential neighborhoods that reflect the existing built density;
- ensure public facilities adequate to meet desired land development and growth patterns; &
- provide greater protection for public open space, environmentally sensitive areas, and historic properties (*2025 Plan*, p. 110).

Because the *2025 Plan* was created and adopted after many months of effort by the Town and its citizens, changing the map or decisions made contrary to it should not be taken lightly. It is for this reason that CPA15-02 has been initiated by the Town requesting a planned land use designation of Residential – 2 Dwelling Units Per Acre. The *2025 Plan* states, in part, about the “Residential” planned land use:

Five residential land use categories with different maximum density limits are shown on the Planned Land Use Map...These categories reflect existing residential development patterns and densities...The overall goal is to have development be compatible in density with the existing built density to maintain community character. (*2025 Plan*, p. 115).

1. CPA15-02's requested designation of Residential – 2 Dwelling Units Per Acre respects the existing built density and residential character of the nearby Hirst Farm and Valley Springs neighborhoods.
2. If CPA15-02 is approved, the proposed designation is consistent with RZ15-01's proposed rezoning to R-2.

Staff Determination: RZ15-01 is currently contrary to this portion of the Plan, but compliance would be achieved if CPA15-02 is approved.

CPA15-02 is a suitable amendment to the Planned Land Use Map as it respects the built density and residential character of nearby developments.

Other 2025 Policies

Staff Determination: RZ15-01 is not particularly applicable to the Plan's policies for: Parks, Recreation and Open Space; Historic Resources; Economic Development; Public Services; Public Utilities; Transportation; or the Environment.

Trends of Growth and Change

While the housing market in Town appears to be strong as people continue to be attracted to Purcellville's small town charm, Good Shepard Alliance would continue to use the Property for transitional housing, and no additional development is expected. If the use were ever to change, no more than one single-family detached dwelling would fit on the site under current zoning standards.

Existing Use and Character of Property, Suitability of the Property for Various Uses & The Most Appropriate and Best Use of Land Throughout the Locality

The Property currently contains a building that was originally a single-family detached dwelling but is now occupied by Mary's House of Hope which provides transitional housing to single mothers and their children. As a site of approximately 0.35 acres, its possible use is constrained due to its small size, but continued use for transitional housing or possible use as a single-family detached dwelling, the primary use of the proposed R-2 district, would be suitable for the site.

OA15-04 ANALYSIS:

Any proposed amendment to the *Zoning Ordinance for the Town of Purcellville, Virginia* should comply with the various purposes noted in Article 1, Section 3. In the case of a request to add a specific use to a district, consideration of these purposes can be condensed in to the following questions:

1. Is the request supported by or contrary to the comprehensive plan?
2. Is the request suitable for the effected district(s)?
3. Are there any town-wide effects of the request?

Consistency with the Comprehensive Plan

The *2025 Plan* was adopted in 2006 to "provide guidance for the coordinated and harmonious development of the territory in accordance with present and future needs and resources that will best promote the health, safety, morals, order, convenience, prosperity and general welfare of the community" (*2025 Plan*, p. 1). Accordingly, the Plan should serve as the basis for Town land use decisions, but its policies are silent regarding transitional housing.

Financial Planning for the Future

Purcellville continues to face costs for capital improvements and other enhancements designed to benefit the community, and this presents the challenge of maintaining fiscal balance and stability while paying for needed improvements. One method provided in the Plan to address this challenge is “to better balance the Town’s tax base by working toward 30 percent of the value of the Town’s real property tax base from commercial property and 70 percent from residential property” (2025 Plan, p. 22).

1. The addition of “Transitional Housing” as a permissible use would not help to increase the Town’s commercial property tax base.
2. The Town’s motivation for pursuing this application and the related RZ15-01 application is to monetize a Town-owned asset, and while this specific strategy is not mentioned by the 2025 Plan, it is an attempt by the Town to support the maintenance of fiscal balance and stability.

Staff Determination: OA15-04 is partially in compliance with this portion of the Plan.

2025 Land Use Polices

The Plan expresses a desire to “achieve a better balance between residential and commercial and industrial development” as well as “increase opportunities for commercial and industrial growth” (2025 Plan, p. 110). The Plan also includes policies to “provide for managed community growth and land development that ensures harmonious, compatible and orderly land use patterns” (2025 Plan, p. 111) and “provide a diversity of land uses that support the residential and business needs of Purcellville while ensuring economic, social and financial stability” (2025 Plan, p. 111).

1. Approval of OA15-04 would have no effect on the balance between residential and commercial development, as “Transitional Housing” could only be operated by a government or nonprofit agency.
2. By requiring a special use permit for “Transitional Housing” and ensuring that such uses meet the proposed standards, any necessary conditions could be imposed to ensure its compatibility with surrounding development.
3. Adding “Transitional Housing” as a use in the district would increase the diversity of land uses and could one day support a Town resident in need of such temporary housing.

Staff Determination: OA15-04 generally complies with this portion of the Plan.

Other 2025 Polices

Staff Determination: OA15-04 is not particularly applicable to the Plan’s policies for: Housing; Parks, Recreation and Open Space; Historic Resources; Economic Development; Public Services; Public Utilities; Transportation; or the Environment.

Suitability for the R-2 District

Article 2, Section 1 of the *Zoning Ordinance for the Town of Purcellville, Virginia* states that zoning districts are established “in order to regulate and restrict the location and use of buildings and land...in accordance with the comprehensive plan.” In addition, the same section notes that:

The purpose statements which accompany each district are intended to describe in a general way the character of uses to be encouraged in the district, to assist with selection of appropriate districts for application to various conditions of land use, existing or planned, and to assist with interpretation of questions which may arise with respect to particular land uses in particular locations. In any case of difference between the purpose statement and the use regulations for the district the use regulations shall control.

The purpose of the R-2 District states that it provides for:

low-density single-family detached residential development together with those public and semi-public uses...as may be necessary or are normally compatible with residential surroundings[, and] certain special care facilities...are allowed by special use permit subject to such restrictions and requirements as will ensure compatibility with residential surroundings.

Since “Transitional Housing” would be restricted to being operated by a government or non-profit agency, it would be a public or semi-public use that could be a special care facility in certain situations. Additionally, the use would be restricted to a maximum occupancy of nine as well as a minimum separation of 250 feet from existing residential dwellings.

Staff Determination: The purpose of the Town’s R-2 district supports OA15-04’s proposed addition of “Transitional Housing” as a SUP.

Town-wide Effects

The proposed requirement that “Transitional Housing” be at least 250 feet from any existing residential dwelling greatly limits the places it could be located in the Town’s R-2 district. The Property and portions of the Ball Property (i.e. an undeveloped 10 acre parcel located southwest of the W. Main Street and S. 32nd Street owned by the Ball family) are the only locations staff has identified that could meet this requirement. Given the limited locations, few “Transitional Housing” facilities could be placed in Purcellville, so it is unlikely that there would be any town-wide effects if OA15-04 were approved.

Staff Determination: OA15-04 presents no obvious town-wide effects.

FINDINGS:

1. RZ15-01 is partially supported by the *Financial Planning for the Future* and generally supported by the *2025 Housing Policies* sections of the Purcellville, Virginia 2025 Comprehensive Plan; however, it is currently contrary to the *2025 Land Use Polices*. If CPA15-02 is approved, RZ15-01's proposed rezoning to R-2 would then be supported by the *2025 Land Use Polices*.
2. CPA15-02 is a suitable amendment to the Purcellville, Virginia 2025 Comprehensive Plan's Planned Land Use Map as it respects the built density and residential character of nearby developments.
3. OA15-04 is partially supported by the *Financial Planning for the Future* and generally supported by the *2025 Land Use Polices* sections of the Purcellville, Virginia 2025 Comprehensive Plan.
4. OA15-04 is supported by the purpose statement of the R-2, Single-Family Residential District.
5. There are no obvious town-wide effects of OA15-04.

ATTACHMENTS

1. RZ15-01 Application
2. RZ15-01 Statement of Justification and Explanation
3. Property Diagram (from Loudoun County Online Mapping System)
4. Proposed Zoning Ordinance Text Amendments for Transitional Housing as Recommended by the Planning Commission

Town of Purcellville
Department of Planning and Zoning
 221 S. Nursery Avenue, Purcellville, VA 20132
 (540)338-2304 Fax (540)338-7460

**Rezoning &
 Proffered Conditional Amendment
 Application**

Date 9/10/2015 PIN 489 3844 77000
 Street Address 781 S. 20th Street, Purcellville VA
 Parcel Acreage 0.3471 acres Parcel Zoning District Institutional

Agent's Name _____
 Fax No. _____ Phone No. _____
 E-mail _____
 Mailing Address _____

Owner's Name Town of Purcellville
 Fax No. _____ Phone No. _____
 E-mail _____
 Mailing Address 221 S. Nursery Ave.
 Purcellville VA

Requested Zoning R-2 Proposed Density (Residential) _____
 Description of request Revise zoning from Institutional to R-2,
 single family residential

Justification for request Property use is residential currently.

Please Note – during review by the Town or other referral agencies, additional information may be requested to aid in the review process of this application.

Proffers are included with application (If so, please attach).

Please see reverse for application process.

Owner:

I have read this completed application, understand its intent and freely consent to its filing. The information provided is accurate to the best of my knowledge. I understand that the Town may deny, approve, or conditionally approve that for which I am applying. Furthermore, I grant permission to the Town or authorized government agents to enter the property and make such investigations and tests as they deem necessary.

Robert White
 Owner Signature

9/10/15
 Date

For Town Use Only

| | | | | |
|-----------------------|-----------|---------------|-------------|---|
| Application Received: | | Hearing Date: | T.C. | <input type="checkbox"/> Fees Paid Amount \$ _____ |
| | | | P.C. | |
| Town Council Action: | Approved: | | Ordinance # | Rezoning # <u>RZ15-01</u> |
| | Denied: | | _____ | |

Statement of Justification and Explanation

The Town of Purcellville is requesting a rezoning of 781 S. 20th Street (PIN 489384477000) from IP Institutional and Public Use to R-2 Single-family Residential zoning. The property for which rezoning is being requested is a 0.3471 acre parcel with a house. The house is currently being used for transitional housing, and allows single mothers (and their children as old as 12 years old) up to two years to stabilize their living situation, become stable in their jobs and learn to be solid parents.

Properties to the north and east (across S. 20th Street) are zoned R-2. The Town property that borders this parcel to the west and south is zoned IP, and is the site of the old wastewater treatment plant and maintenance shop.

The Town of Purcellville acquired this property, as a part of a larger parcel, in 1973. The house continued to be used as a single family tenant home until May 2005, when the Good Shepherd Alliance leased the home and renovated the old tenant house. Since 2007, the home has been used for women's transitional housing, and has been well maintained by the Good Shepherd Alliance.

The current zoning is IP. The Town requests a rezone of this property, in combination with any necessary text amendment to the Zoning Ordinance, to allow the continued use of this property for transitional housing with a zoning of R-2. The proposed rezoning is consistent with the surrounding non-governmental property.

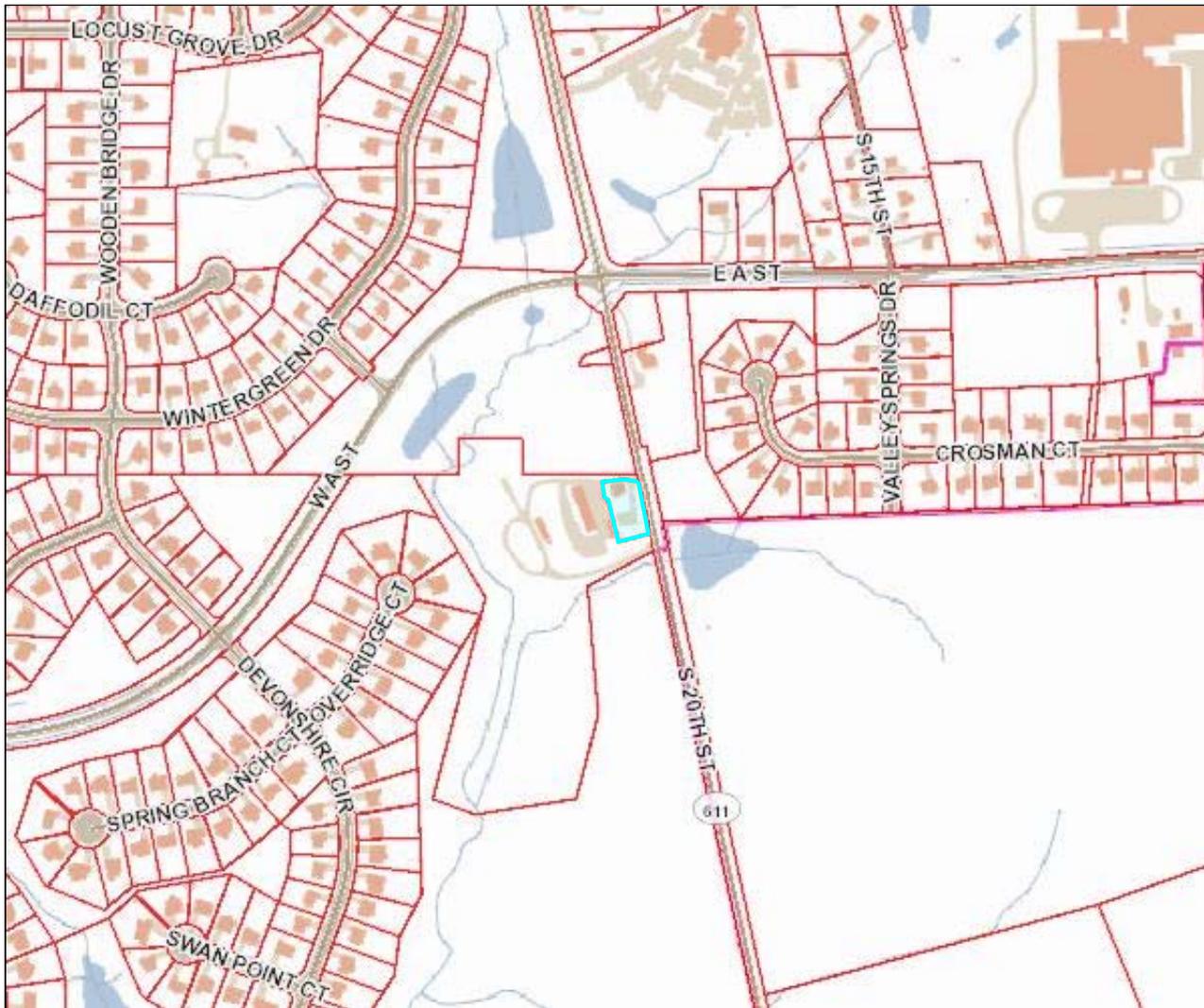


Tuesday, March 1, 2016

Loudoun County, Virginia

www.loudoun.gov

(map not to scale)



The highlighted parcel (781 South 20th Street) is the subject of the RZ15-01 and CPA15-02 applications.

PROPOSED ZONING ORDINANCE TEXT AMENDMENTS FOR TRANSITIONAL HOUSING

(As recommended by the Planning Commission on February 4, 2016)

Amend Article 4, Section 1, Subsection 1.1: Use Table as follows:

| Use | R2 | R3 | R3A | R8 | R15 | C1 | MC | C4 | CM1 | M1 | PDH | X | IP | AC | RT | Use Standard |
|-----------------------------|------------|----|-----|----|-----|----|-----|-----|-----|----|-----|---|-----|----|----|-----------------------------|
| Theater | | | | | | | SUP | SUP | | | | | SUP | | | |
| <u>Transitional housing</u> | <u>SUP</u> | | | | | | | | | | | | | | | <u>Art. 4, Sec. 1.2.179</u> |
| Upholstery shop | | | | | | | P | P | P | P | | | | | | |

Amend Article 4, Section 1, Subsection 1.2: Use Regulations as follows:

176-~~178~~181. *Reserved.*

179. Transitional housing.

a. General standards.

i. The facility shall have a maximum occupancy of three adults with up to two children each, excluding any resident staff persons.

ii. The facility shall be at least 250 feet from any existing residential dwelling.

b. Reserved.

180-181. Reserved.

Amend Article 15, Section 2: Definitions as follows:

Transitional housing. A residential facility managed by a government or nonprofit agency which provides temporary accommodations to women, with or without children, for a period of up to two years, and which also may provide meals, counseling, and other appropriate program activities designed to facilitate independent living.



STAFF REPORT
PUBLIC HEARING ITEM

Item # 7d

SUBJECT: Proposed Real Property Tax Increase

DATE OF MEETING: March 8, 2016

STAFF CONTACTS: Liz Krens, Director of Finance

ATTACHMENT(S):

1. Notice of Public Hearing

**NOTICE OF PUBLIC HEARING
TOWN OF PURCELLVILLE, VIRGINIA**

PROPOSED REAL PROPERTY TAX INCREASE

The Purcellville Town Council will hold a public hearing in the Council Chambers of Town Hall, located at 221 South Nursery Ave, Purcellville, Virginia, on **Tuesday, March 8, 2016 at 7:00 p.m.**, for the purpose of receiving comment on the proposed real property tax rate increase for calendar year 2016. The tax rate for calendar year 2015 was \$.22 per \$100 of assessed real property value. For calendar year 2016, Town Staff has proposed that Town Council adopt a tax rate of \$.24 per \$100 of assessed real property value.

All members of the public are invited to present their views on this matter at the public hearing. Hearing assistance is available for meetings in the Town Council Chambers. If you require any type of reasonable accommodation to participate in this meeting as a result of a physical, sensory, or mental disability, please contact the Town Clerk, Diana Hays, at 540-338-7421; please provide notice of the accommodation at least three days in advance of the meeting.

SUMMARY OF REAL ESTATE PROPERTY TAX RATES

| Tax Year | 2014 Adopted | 2015 Adopted | 2016 Equalized* Tax Rate | 2016 Proposed Tax Rate |
|---|-----------------|-----------------|--------------------------------|------------------------------|
| Tax Rate per \$100 of assessed value | \$.21 | \$.22 | \$.222 | \$.24 |
| Assessed Value of Real Estate in the Town of Purcellville | \$1,093,914,070 | \$1,173,527,230 | \$1,218,550,020 | \$1,218,550,020 |

*The Equalized Tax Rate is the tax rate which, if adopted, would levy the same real property tax revenue as the Town levied in 2015.

Robert W. Lohr, Jr.
Town Manager

02/19/16 & 2/26/16



STAFF REPORT
INFORMATION

Item #11a

SUBJECT: Economic Development Report
DATE OF MEETING: March 8, 2016
STAFF CONTACTS: Patrick Sullivan, Community Development

SUMMARY and RECOMMENDATIONS:

February 2016 Economic Development report.

BACKGROUND:

This is the monthly report prepared by Community Development. The report provides updates as to different ongoing economic/building projects, public and private. The report also includes occupancy permits issued within the past month.

Each month a list of new business occupancies including the number of new employees/jobs created is detailed. The business occupancies are broken down between Home Occupancies and regular Commercial occupancy.

The report further includes an ongoing tally of the day-to-day workings of the Community Development Department such as permits issued, site plans received, lawn complaints, illegal signs, subdivisions, annexation applications, etc.

Red text in the report indicates new information.

ATTACHMENT(S):

1. February 2016 Economic Development Report.



**Department of Community Development
Department Update – 2/29/16**

Public/Town Projects:

1. Loudoun Valley High School –Waiting on some minor submissions to issue a certificate of completion.
2. Mary House of Hope/Town of Purcellville Minor Subdivision – Subdivision Plat and deed were signed on 8/20/15 and were recorded. Application to rezone 781 S. 20th Street from IP to R-2 was received on September 28, 2015. **Planning Commission will hold public hearing on February 4, 2016.**

Business-Related Projects:

Approved and under construction:

In Application Process:

1. Mayfair Industrial – Construction plans submitted on August 28, 2014 for the industrial use section of the Mayfair development. Plans are under review. Second submission with response to comments received from applicant on 12/29/14 and has been sent out for additional review. Additional review comments have been sent to applicant. Third submission of construction plans received on 3/6/15. Record Plat submitted on 2/25/15. Fourth submission of construction plans received on 4/15/15 and sent out for review on 4/16/15. Grading and land prep has begun. All remaining comments on construction plans sent to applicant 5/21/15. Construction plans approved 6/18/15. Revisions to construction plans submitted on 6/18/15 and have been sent out for review. Record plat resubmitted on 5/8/15. The revisions to construction plans were approved on 9/16/15. Record plat approved and recorded. Performance bond is being processed. Performance bond submitted. **There is considerable interest in the lots.**
2. Catoctin Corner – Site plan submitted on 1/18/13 for a shopping center to be located at the northeast corner of E. Main Street and Rt. 287 N. Applicant submitted Traffic Analysis on May 14, 2014. Grading Plan has been submitted and is being reviewed by the County and the Town. 3rd submission received on 2/17/15 and was sent out for review. Review comments sent to applicant on 3/5/15. Waiting for final approval from Loudoun County. Grading plan approved on 7/8/15. Clearing has begun and a construction entrance has been established. Staff has been discussing site plan process with the applicant. Construction plans received on 9/4/15 and site plan received on 9/25/15. Both applications are under review. Proposed gas station has been preliminarily reviewed by the BAR. Certificate of Design for the gas station/convenience store approved by BAR on 11/17/15. An application for another

- new building at the shopping center was submitted for BAR review on 1/11/16. **The BAR approved the design of 2 of the buildings at their 2/16/16 meeting and will be reviewing 3 additional new buildings and a dumpster enclosure at their 3/15/16 meeting**
3. Purcellville Crossroads – Application for an annexation of approximately 47 acres located at the NWC of the Route 7 Bypass and Route 287 for a mixed use development. Application was submitted on July 29, 2013. Staff is reviewing the application. Applicant provided a presentation to Town Council on 9/9/14. A complete annexation application is expected the week of April 6, 2015. Concept plan submitted on 4/9/15. Developer held a public informational update at the Carver Center on May 27, 2015. Staff report was presented to Town Council on July 28, 2015. Applicant submitted a new annexation application on 9/22/15. The annexation request is being reviewed by Loudoun County. **The applicant will conduct a charrette on March 3.**
 4. Vineyard Square –Nine demolition permits were issued on November 5, 2014 and demolition has begun on some of the sheds and accessory buildings. Site Plan submitted on 12/30/14 and was sent out to review agencies on that day. Review comments distributed on 1/30, 2/11 and 2/12/15. Second submission received on 3/3/15. Zoning Determination provided on March 13, 2015. Appeal of Zoning Administrator’s determination to the BZA regarding BAR approval was received on April 10, 2015. Appeal to be heard by the BZA on July 1, 2015. Zoning Administrator’s determination that the CDAs remain valid was upheld by the BZA on July 24, 2015. Waiting on site plan resubmission from applicant. The BZA decision was appealed to the Circuit Court. Third submission of the site plan was submitted on 8/7/15 and is under review. Applicant submitted 2 Deeds of Easement and Vacation for the project on 8/26/15. Public Works and Community Devel. Departments met with the applicant on 8/31/15 to discuss the site plan. Site plan ready for approval after easements are finalized. **Easements have been recorded, bonds have been approved and site plan has been signed.**
 5. Dragon Yong-In Martial Arts – Amended site plan received on 5/8/15 and has been sent out for review. This site plan is for the addition of a soccer field, walking track, covered pavilion and playground. Comments sent to applicant on 6/19/15. Waiting on resubmission from applicant. No news. Will be put back in the active category when they resubmit. Site plan resubmitted on 9/23/15 and is under review.
 6. Warner Brook, LLC – Application submitted requesting annexation of two parcels (PIN#s 487-38-8931 and 487-28-1679) totaling 131.29 acres located at 17100 Purcellville Road just north of the Route 7 Bypass. Departments are reviewing the application.
 7. Southern States – Site plan submitted on March 25, 2014 for redevelopment of 261 N. 21st Street. Plan is being reviewed for completeness. Site Plan has been sent out to review agencies. Applicant is working on comments. Interior fit-up was approved on January 13, 2015 and an application for Board of Architectural Review for exterior renovations to existing building was approved with conditions on February 17, 2015. This is being resurrected and I expect to see an updated application by the middle of January. An application was submitted to the BAR on 2/1/16 for review of a new building to be constructed at the site. The existing building is to be demolished. **The**

design of the new building has been approved by the BAR and the site plan is still under review.

8. Jack's Run Brewery – Submitted zoning permit application for an interior fit-up at 108 N. 21st Street for a new brewery. Interior fit-up approved on 2/12/16.

Next Step --- Occupancy Permits:

1. Corcoran Spirits – Interior Fit-up for a spirits tasting room at 251 N. 21st Street, #120 was issued on January 15, 2015.
2. Durand Music, LLC – Interior Fit-up for a music recording studio to be located at 417 Browning Court.
3. INOVA Medical Group and INOVA Urgent Care: Relocated to 740 E. Main Street. Occupancies have been submitted but an upgrade in the meter size may be required.
4. Rite Aid Corporation – Zoning permit application was submitted on 9/18/15 and approved on 10/7/15 for interior renovations to include a clinic at their current location.
5. Monk's BBQ – An interior fit-up was issued to Monk's BBQ to expand into the adjoining unit at 251 N. 21st Street.

Other Projects and their status:

1. Mayfair Residential – Record Plat submitted on October 21, 2014 for the residential dwelling units located on Brookfield property annexed north of Town. Construction plans are under review for the 254 residential planned development and the 8 lot residential subdivision. 3rd submission of construction plans was received on 2/4/15 and comments sent on 3/16/15. Record Plat comments sent to applicant on 3/26/15. Site plan for Route 611 road work was approved on 3/31/15. Fourth submission of construction plans was received on 4/21/15 and sent out for comments on 4/22/15. Grading and clearing has begun. Construction plans approved on 5/15/15. Amendment submitted on 5/20/15 and sent out for review. Third submission of record plat received on 5/6/15. Amendment approved on 9/11/15. Second amendment to the construction plans was submitted on 9/23/15 and is under review. Amendments to the plans have been approved. Record plat approved and recorded. Performance bond is being processed. Performance bond submitted and zoning permits were issued on 12/18/15 for 16 townhouse units. Zoning permits have been issued for the construction of 4 single family homes.

Projects on Hold:

1. SunTrust Bank - On 2/7/12 a zoning permit was issued for the construction of a bank in the Gateway Shopping Center, a stand-alone building at this site. BAR approved the revised building design on March 18, 2014. Site plan is under review. Project has been pushed back to the fall. No resolve in sight. Still hoping for a change in status.
2. McDonalds Restaurant – Certificate of Design approval was issued on August 19, 2014 for the construction of a new restaurant building at 121 N. Maple Avenue (the current site). McDonalds has also submitted special use applications for a restaurant over 4,000 square feet and for a drive through at the same location. Planning

| | |
|------------------------------|---------------------------------|
| Zoning Determination Letters | |
| Zoning Clearance Letters | 2 |
| <u>Requests</u> | <u>2016 Year to Date</u> |

| | |
|--|---|
| Special Use Permits | |
| BAR – Certificates of Design | 3 |
| BAR – Pre-application discussions | 2 |
| Variances | |
| Annexations | |
| Rezoning | |
| Comprehensive Plan Amend. | |
| Boundary Line Adjustments | |
| Lot Consolidations | 1 |
| Site Plans | |
| Site Plan Amendments | |
| Minor Site Plans | |
| Site Plan Revisions | 1 |
| Construction Plans | |
| Construction Plan Amendments | |
| Preliminary Subdivision Plats | |
| Minor Subdivision Plats | |
| Preliminary Subdivision Plat Revisions | |
| County Referrals | |
| Commission Permits | |
| Easement Plats | |
| Record Plats | |
| Grading Plans | |

Complaints/Violations for the month of February, 2016

| | |
|--|---|
| Lawn Complaints (Tall Grass) | |
| Code Violation Warnings | 1 |
| Formal Notices of Violation issued | |
| Illegal signs confiscated in the Town’s right of way | 5 |
| Unresolved violations | 2 |
| Resident Complaints (not tall grass) | 1 |

Departmental Initiatives.

Comprehensive Plan Update. Project management plan was approved by the Planning Commission on May 7, 2015. Town Council approved the selection of McBride Dale Clarion to provide planning services for the Comprehensive Plan Update. The Planning Commission will begin the process by holding two public meetings on Saturday, January 23, 2016 at 10:00 AM and 2:00 PM in the Carver Center located at 200 Willie Palmer Way, Purcellville, Virginia. The meetings will be led by town staff and are expected to last approximately two hours each. Both meetings will cover the same topics with a focus on discussing the opportunities and constraints the Town may face over the

next 20 years. Because of the snow storm the public meetings were postponed until February 6, 2016. Staff manned an information booth at the Loudoun Home Grown Expo on February 27, 2016. The next input session will be held on March 19, 2016 at the Town Hall. For up to date information see www.planpurcellville.com .

The Economic Development Advisory Committee has completed a strategic tourism plan. The committee has initiated three action items to begin implementing the plan. The first initiative is preparing an events calendar for the Town, the second is the placement of a mural on the side wall of the Purcellville Restaurant on Main Street, and the third is utilizing the Gazebo on 21st Street as an information kiosk. Work continues on the three initiatives. In addition the committee has been reviewing, at Council's request, The RSR Gateway Annexation request, the Shop Local Program, and the Special Events Ordinance and other economic initiatives that the Town might consider.

The EDAC committee meets the first Tuesday of every month at 7PM in Town Hall and welcomes public input and participation.

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STAFF REPORT
ACTION

Item #12a

SUBJECT: Annual Sports League Funding for Fiscal Year 2016

DATE OF MEETING: March 8, 2016

STAFF CONTACTS: Melanie Scoggins; Event Specialist
Daniel Davis; Assistant Town Manager

SUMMARY and RECOMMENDATIONS:

In November of 2015 the Town Council, the Parks and Recreation Advisory Board and Town staff reviewed the application and process for awarding sports grants. Following that review, the recommended changes were made to the application and the Parks and Recreation Advisory Board advertised for applicants to participate in the Annual Sports League Funding program. The Town received 9 applications, attached to this report, for funding requests. (Attachment 1) Staff recommends that Town Council review and approve the recommendations made by the Parks and Recreation Advisory Board. A Parks and Recreation Advisory Board representative will be present to answer any question Town Council may have regarding the reasoning behind these recommendations.

BACKGROUND:

The Parks and Recreation Advisory Board members had the opportunity to review the applications prior to and during the regularly scheduled February meeting and discussed the merits of each at length. Consideration spanned multiple criteria including but not limited to: the number of participants, their status as non-profit organizations, the specificity of their financial requests, and the inclusion of participants with varying skill levels. Special consideration was afforded to organizations that intend to use the grants to provide scholarship-style assistance to players in need. The opportunity to make these recommendations to the Council is among the PRAB's favorite tasks and the Board commends the Mayor and Town Council for allocating funds to this program thereby enhancing the athletic opportunities that exist for the benefit of our Town's youth. The

Board reviewed all of the applications and recommends that Town Council approve the following funding amounts:

| Organization | Recommended Award |
|--------------------------------------|--------------------------|
| Catoctin Basketball Club | \$800.00 |
| Fielder's Choice 12U travel Softball | \$0.00 |
| Loudoun County League - Field Hockey | \$500.00 |
| Loudoun Timberwolves - Soccer | \$800.00 |
| Loudoun Valley Ice Hockey | \$500.00 |
| Western Loudoun Girls Softball | \$500.00 |
| Western Loudoun Volleyball | \$1000.00 |
| Western Loudoun Wrestling | \$500.00 |
| Upper Loudoun Youth Football League | \$0.00 |

In addition to the attached applications a comparison spreadsheet outlining what has been awarded since 2008 and the proposed awards is attached. (Attachments 1 and 2)

The PRAB notes that two organizations are recommended to receive no funding for this year. The Chairman of the PRAB will be prepared to discuss the PRABs reasoning for the funding recommendation.

BUDGET IMPACT:

During the Fiscal Year 16 budget approval process Town Council approved \$5200 in the budget for the Youth Sports Funding program. The current recommendation from the Parks and Recreation Advisory Board totals \$4600.00. This leaves \$600.00 in the Youth Sports Funding line that would be unallocated.

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MOTIONS:

1. I move that Town Council allocate \$4,600.00 under the Town of Purcellville's Youth Sports Funding Program to the following agencies:

| Organization | Award |
|--------------------------------------|--------------|
| Catoctin Basketball Club | \$800.00 |
| Loudoun County League - Field Hockey | \$500.00 |
| Loudoun Timberwolves - Soccer | \$800.00 |
| Loudoun Valley Ice Hockey | \$500.00 |
| Western Loudoun Girls Softball | \$500.00 |
| Western Loudoun Volleyball | \$1000.00 |
| Western Loudoun Wrestling | \$500.00 |

OR

2. I move an alternate motion.

ATTACHMENT(S):

1. Attachment 1 -Sports Grant funding applications
2. Attachment 2 - Past Awards comparison



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION
APPLICATIONS DUE BY: 5PM January 18th 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): CAROTEN BASKETBALL CLUB

OFFICIAL REPRESENTATIVE: JOHN P. SLOPE

TITLE: COACH

E-MAIL: johnslope@hotmail.com

MAILING ADDRESS: 720 WINTERGREEN DRIVE
PURCELLVILLE, VA 20132

TELEPHONE: (Day) 703-298-3360

(Mobile) 703-298-3360

TOTAL AMOUNT REQUESTED: \$ 800.00

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
 If yes, please provide proof with your application.

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 20

Please provide the number of participants that live in Purcellville Town Limits. 7

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? ___yes no

If so, what years did you receive the award? _____

If so, please state how the funding was used in the most recent year that your organization received the award.

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

WE ARE A BASKETBALL TEAM THAT PRACTICES TWICE A WEEK
AND PLAY TOURNAMENTS ON THE WEEKEND. WE PAY FOR OUR OWN
EQUIPMENT, UNIFORMS, GYM SPACE, TOURNAMENTS AND TRAINING.
WE ARE 100% VOLUNTEER COACHES.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

FIRST PRIORITY WOULD GO TOWARDS HELPING A PLAYER WHOSE FAMILY
MIGHT NOT BE ABLE TO AFFORD TO PLAY. IT HAS ALSO BECOME MORE
EXPENSIVE TO PRACTICE IN SCHOOL GYMS OR AT PATRICK HENRY. MONEY
COULD ALSO GO TOWARDS UNIFORM REPLACEMENT PARTS.

TIMEFRAME:

When are you proposing to use the funding?

SPRING, SUMMER, FALL OF 2016

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

NOT ALL PLAYERS RESIDE IN THE TOWN OF PURCELLVILLE, FOR THOSE THAT DO
NOT, ALL BUT ONE WILL GO TO BLUE RIDGE OR HARMONY MIDDLE SCHOOLS.

DECLARATION:

Organization Name (No Acronyms): CATOCTIN BASKETBALL CLUB

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: JOHN P. SLUPE

Signature: 

Date: JAN 18, 2016

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: FEB 19 2015

CATOCTIN BASKETBALL CLUB OF
VIRGINIA CORPORATION
35773 BOWEN PL
PURCEVILLE, VA 20132

Employer Identification Number:
46-4928093

DLN:

17053294372024

Contact Person:
THOMAS E GERITY

ID# 31664

Contact Telephone Number:
(877) 829-5500

Accounting Period Ending:
December 31

Public Charity Status:
170(b)(1)(A)(vi)

Form 990 Required:
Yes

Effective Date of Exemption:
May 8, 2014

Contribution Deductibility:
Yes

Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

Sincerely,



Director, Exempt Organizations

Letter 947

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

Fielders Choice 12U Travel Softball Team is located in Purcellville, Va. As of this date we are ranked #1 in the Country on the USSSA Website (www.ussa.com).
We participated in 5 local tournaments Fall of 2015 under the Class B group with this group of talented young ladies with 2 wins, 1- 5th place and 1- 3rd place.
With what these young ladies accomplished this Fall they have qualified for the World Series in Kissimmee, FL, they would also like to take part in Nationals for the USSSA, Pony, ASA and NSA along with some local tournaments this Spring/Summer with a total of 12-15 tournaments for this group before they move up to 14U in the Fall. They are a dedicated group of young ladies with practices 2 nights a week at Fielders Choice and condition for strength. We as coaches and parents would like to help fill their dreams with some awesome tournaments and titles for Loudoun Co.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

If Fielders Choice 12U were to receive a Grant from Town of Purcellville it would help us with reaching the goals of the group of tournaments that this group with like to take part in for the Spring/Summer of 2016.

TIMEFRAME:

When are you proposing to use the funding?

Spring/Summer of 2016, This group of young ladies has a big goal they would like to accomplish this Summer.

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

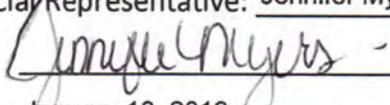
I am attaching what we have taken part in this Fall with tournaments (we had 1 rain out) All of our trophies are located at the Fielders Choice. Roster with addresses and our ranking off of USSSA website. Since they started in the Fall under B Class, January 1st they were moved up to A Class which will be a little tougher for them but think they have it in them to make all proud!! Thank you

DECLARATION:

Organization Name (No Acronyms): Fielders Choice 12U Travel Softball Team

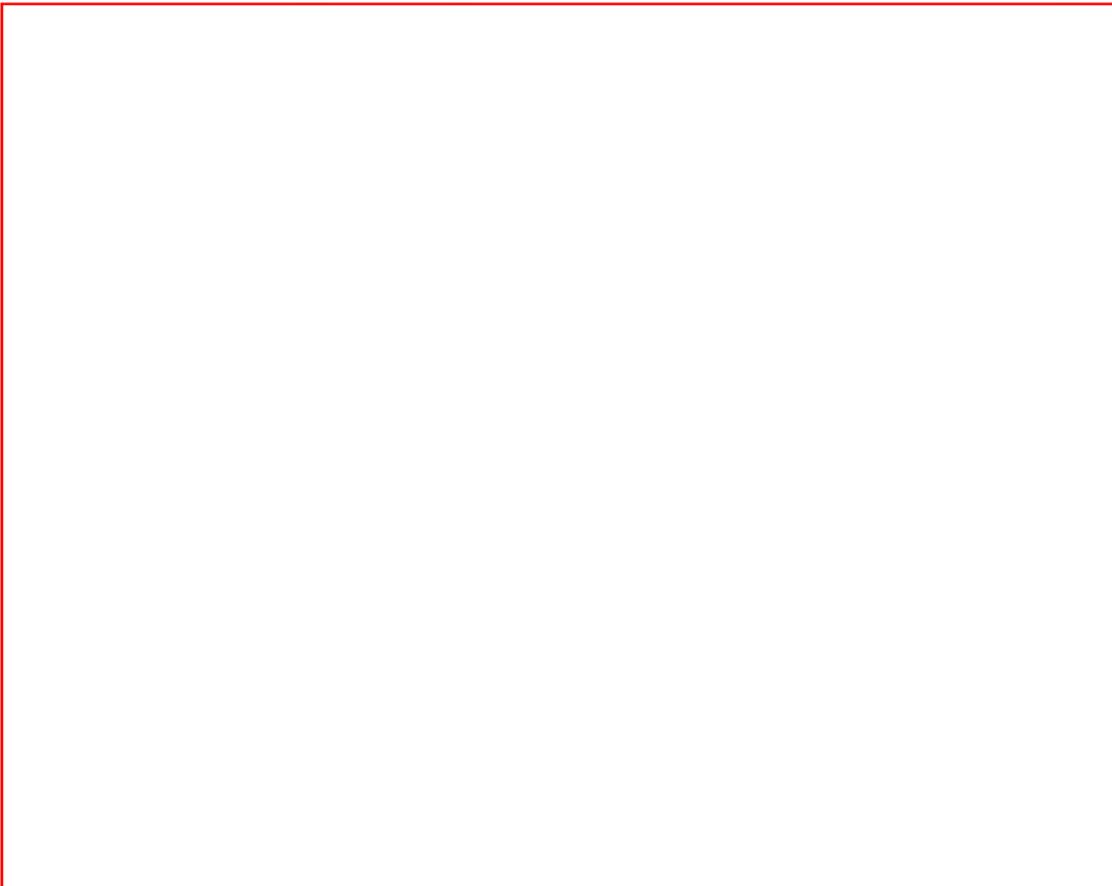
The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Jennifer Myers - Manager

Signature: 

Date: January 18, 2016

Roster for 2015-16 Fielders Choice 12U



Leesburg – 1 girl

Lovettsville – 3 girls

Round Hill – 2 girls

Purcellville – 3 girls

Charles Town WV – 2 girls

Summit Point WV – 1 girl

Coaches – Larry Myers Summit Point WV, Steve Borrás Leesburg, Rich Rovang Lovettsville, RJ Carey Charles Town WV

Virginia - Fast-Pitch Girls 12 & Under A

LEGEND AND RANKING VALUES

Quick Filter:  [Printable Version of Rankings](#)

Show entries

| Rank | State | Teams (11) | Ranking Points | Power Rating | In Class Record |
|------|----------------------|--|----------------|--------------|-----------------|
| 1 | VA - Purcellville | Fielder's Choice 12U | 540 | 1110 | 4-0 |
| 2 | VA - Woodbridge | Virginia Glory 12U Knapp | 205 | 1011 | 4-1 |
| 3 | VA - Fairfax Station | Team Glory-Willemsen | 190 | 90 | 0-3 |
| 4 | VA - Vienna | Vienna Stars 03 | 135 | 0 | 0-0 |
| 5 | VA - Ashburn | Ashburn Shooting Stars 12u | 125 | 198 | 0-4 |
| 6 | VA - Chesapeake | Elite 12U Black | 40 | 0 | 0-0 |
| 7 | VA - manassas | 03 Virginia Cannons | 30 | 0 | 0-0 |
| 8 | VA - Suffolk | Galaxy 12U Red | 0 | 0 | 0-0 |
| 9 | VA - Manassas | 03 Va Cannons | | | N/A |
| 10 | VA - Smithfield, VA | Galaxy Fastpitch 12U Black | | | N/A |
| 11 | VA - Vienna | Vienna Stars 12U | | | N/A |

- See more at:

<http://www.ussa.com/fastpitch/Rank2/#/?gdSport=16&stateID=54&classID=1030&seasonID=20&ranking=2>

Fielder's Choice 12U

540

Ranking Points

16-4

Overall Record

1110

Power Rating

4 - 0

Tournament Record
vs. In Class Teams

Team Information

| | |
|------------------------|-------------------------------|
| Team City/State | Purcellville - VA |
| Team Registration | 81654001808 |
| Classified as | Fast-Pitch Girls 12 & Under A |
| Current End Year Class | Fast-Pitch Girls 12 & Under A |

Stats

| | |
|---------------------|------|
| Avg Runs | 8.00 |
| Avg Runs Allowed | 0.00 |
| Avg Runs Difference | 8.00 |
| Runs Scored | 32 |
| Runs Allowed | 2 |

Record vs Other Classes

| | |
|--------------|------|
| FPGirls12&UA | 4-0 |
| FPGirls12&UB | 12-4 |

NO PHOTO FOUND

Tournament

| Place | Ranking Points | Start Date | Stature | Tournament Name | Event Division/Class | Wins | Loses | Ties | Max Runs | Runs Scored | Runs Allow | Avg Runs | Avg Runs Allow | Avg Runs Diff |
|-------|----------------|------------|-----------|--|----------------------|------|-------|------|----------|-------------|------------|----------|----------------|---------------|
| 3 | 135 | 9/5/2015 | NIT | Labor Day Blast NIT | FPGirls12&UB | 3 | 2 | 0 | 13 | 45 | 13 | 9.00 | 2.60 | 6.40 |
| 1 | 225 | 9/19/2015 | NIT | Potomack River Clash NIT | FPGirls12&UB | 4 | 1 | 0 | 14 | 51 | 7 | 10.20 | 1.40 | 8.80 |
| 1 | 75 | 10/10/2015 | Qualifier | The Madison Small Scholarship Benefit Tournament | FPGirls12UOpen | 6 | 0 | 0 | 13 | 55 | 5 | 9.17 | 0.83 | 8.33 |
| 5 | 105 | 10/17/2015 | NIT | Breast Cancer Awareness NIT | FPGirls12&UB | 3 | 1 | 0 | 15 | 35 | 11 | 8.75 | 2.75 | 6.00 |

Game Data

| # | Tournament Name | Winning Team | Winner Score | Losing Team | Loser Score |
|----|---------------------|----------------------|--------------|--------------------|-------------|
| 1* | Labor Day Blast NIT | Fielder's Choice 12U | 13 | Virginia Crushers | 3 |
| 2* | Labor Day Blast NIT | Fielder's Choice 12U | 13 | Arlington Sage 11U | 0 |

| | | | | | |
|-----|--|-----------------------|-----------|--------------------------|----------|
| 3* | Labor Day Blast NIT | Fielder's Choice 12U | 11 | Va Unity | 0 |
| 4* | Labor Day Blast NIT | Great Falls Sharks 03 | 7 | Fielder's Choice 12U | 6 |
| 5* | Labor Day Blast NIT | Va Unity | 3 | Fielder's Choice 12U | 2 |
| 6 | Potomack River Clash NIT | Fielder's Choice 12U | 12 | Olney Cougars 12U Black | 0 |
| 7* | Potomack River Clash NIT | Fielder's Choice 12U | 9 | Arlington Sage 11U | 0 |
| 8* | Potomack River Clash NIT | 12U Comets | 7 | Fielder's Choice 12U | 4 |
| 9* | Potomack River Clash NIT | Fielder's Choice 12U | 12 | Virginia Crushers | 0 |
| 10 | Potomack River Clash NIT | Fielder's Choice 12U | 14 | Olney Cougars 12U Black | 0 |
| 11* | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 11 | Leesburg Revolution 12U | 1 |
| 12* | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 12 | Tsunami | 0 |
| 13* | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 13 | Shenandoah Mavericks | 1 |
| 14* | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 13 | 12U Comets | 1 |
| 15 | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 4 | Maryland Express 12u | 1 |
| 16 | The Madison Small Scholarship Benefit Tournament | Fielder's Choice 12U | 2 | Virginia Glory 12U Knapp | 1 |
| 17* | Breast Cancer Awareness NIT | Fielder's Choice 12U | 15 | Va Unity | 0 |
| 18* | Breast Cancer Awareness NIT | Fielder's Choice 12U | 12 | 12U Comets | 1 |
| 19* | Breast Cancer Awareness NIT | Fielder's Choice 12U | 8 | Shenandoah Mavericks | 7 |
| 20* | Breast Cancer Awareness NIT | Great Falls Sharks 03 | 3 | Fielder's Choice 12U | 0 |

* Indicates games played against teams of different class. Updated every night



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION

APPLICATIONS DUE BY: 5PM January 18th 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Loudoun Valley Ice Hockey

OFFICIAL REPRESENTATIVE: Kathleen Callihan

TITLE: Team Manager

E-MAIL: Kathleen@Callihanfamily.com

MAILING ADDRESS: 305 Kinloch Ct

Purcellville, VA 20132

TELEPHONE: (Day) 540 751 1296

(Mobile) 703 362 0219

TOTAL AMOUNT REQUESTED: \$ 500

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
If yes, please provide proof with your application.

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.
*Participant demographic information may be requested prior to funding approval.
*Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 12

Please provide the number of participants that live in Purcellville Town Limits. 0

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? Yes no

If so, what years did you receive the award? 2014-2015

If so, please state how the funding was used in the most recent year that your organization received the award. Our award money was used to upgrade team equipment, purchase awards for our graduating seniors, and buy extra ice time for practice.

Has your organization received funding sources from other outside organizations in the past? ___yes Xno

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

The Loudoun Valley Ice Hockey team consists of students from Loudoun Valley High School. The team is a member of the Northern Virginia Scholastic Hockey League and is not recognized as a sport by the school. Players pay on average, \$900 per year to play. We play from September to June, playing two seasons which includes 13 practices + 20 games. We do not hold try-outs and all students (both male + female) are eligible to play as long as they can ice skate.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

Any money that would be granted to us would be used to help offset the costs of a player (town resident) who is in need of financial help so that he can continue to play. The remaining funds will be used to purchase additional ice time for summer practices and additional equipment.

TIMEFRAME:

When are you proposing to use the funding?

Spring + Summer 2016

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

Ice time at the Ashburn Ice House is \$500 for 1 hour + 20 minutes. I was able to negotiate ice time at Skate Frederick in the summer for \$250 for 1 hour + 20 minutes.

DECLARATION:

Organization Name (No Acronyms): Loudoun Valley Ice Hockey

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Kathleen A Callihan Kathleen A Callihan

Signature: Kathl A Callh

Date: Jan 18, 2016



**TOWN OF PURCELLVILLE
 FY 2016 SPORTS LEAGUE FUNDING APPLICATION
 APPLICATIONS DUE BY: 5PM January 18th 2016**

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Loudoun County League
 OFFICIAL REPRESENTATIVE: Judy Klock
 TITLE: League Coordinator
 E-MAIL: judith.klock@gmail.com
 MAILING ADDRESS: 14892 Ingalls Ct
Leesburg, VA 20147
 TELEPHONE: (Day) 703-561-7704
 (Mobile) 703-946-3991
 TOTAL AMOUNT REQUESTED: \$ \$ 2500

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
 If yes, please provide proof with your application.

We are an IRS Approved 501(c)(3) org. Documentation to follow

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 340
 Please provide the number of participants that live in Purcellville Town Limits. 100

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? yes no

If so, what years did you receive the award? 2015

If so, please state how the funding was used in the most recent year that your organization received the award.

Funding was used to purchase equipment for
teams.

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

The Loudoun County League runs a recreational Field Hockey League for players in grades 6-12. Our goal is to grow the sport in Loudoun County and prepare players for the introduction of field hockey as a varsity sport in Fall 2016. We offer spring + fall recreational play as well as skills clinics

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

The money will allow us to purchase additional goalie gear, practice balls and cones. All coaches are volunteers. All funds received go into the league for expenses such as equipment, field rental, umpires for games, end of season 1st + 2nd place medals.

TIMEFRAME:

When are you proposing to use the funding?

Spring 2016

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

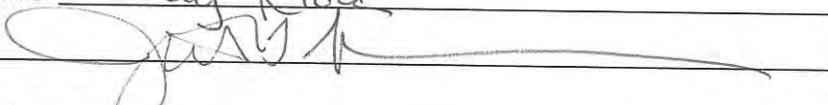
Please see attached for pricing of goalie gear and practice balls. We need approximately 300+ practice balls each season

DECLARATION:

Organization Name (No Acronyms): Loudoun County League

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Judy Klout

Signature: 

Date: 1/14/2016

CranBarry FIELD HOCKEY **Grays OBO**

Sticks Goalkeeping Protection Gear Accessories Clearance Help Contact

CATEGORIES
 Gift Certificate
 Gift Ideas
 New Items
 Sticks
 Goalie Equipment
 Goalie Sticks
 Advanced
 Intermediate
 Youth & Beginner
 Leg Guards and Kickers
 Hand Protectors
 Lower Body Protection
 Upper Body Protection
 Throat Guards
 Helmets
 Goalie Packages
 OBO Training Products
 Gloves
 Goalie Jerseys
 Pinnie Protectors
 Goalie Bags
 Accessories & Replacements
 All Goalie Equipment
 Protection
 Bags
 Gear
 Accessories
 Field Hockey Clearance
 Sale

Navigate: Field Hockey / Goalie Equipment / All Goalie Equipment / OBO Goalie Package

OBO Goalie Package

Yahoo Bored Short Size:

OBO Leg Guards and Kickers Size:

Price: **\$739.95**

SKU: 449
 Recommended For: Youth & Middle School Goalie

people like this

Package includes:
 • YAHOO Bored Shorts. Available in sizes S - L.
 • OBO Chest Guard
 • OBO Leg guards and Kickers. Available in sizes: S - M.
 • OBO Hand Protector Set
 • OBO Goalie Carry Bag
 • CLOUD Throat Protector

CranBarry FIELD HOCKEY **Grays OBO**

Sticks Goalkeeping Protection Gear Accessories Clearance Help Contact

CATEGORIES
 Gift Certificate
 Gift Ideas
 New Items
 Sticks
 Goalie Equipment
 Goalie Sticks
 Advanced
 Intermediate
 Youth & Beginner
 Leg Guards and Kickers
 Hand Protectors
 Lower Body Protection
 Upper Body Protection
 Throat Guards
 Helmets
 Goalie Packages
 OBO Training Products
 Gloves
 Goalie Jerseys
 Pinnie Protectors
 Goalie Bags
 Accessories & Replacements
 All Goalie Equipment
 Protection
 Bags
 Gear
 Accessories
 Field Hockey Clearance
 Sale

Navigate: Field Hockey / Goalie Equipment / Helmets

Sort By:

| | | | |
|--|--|---|---|
|  | OBO ROBO Blue Splatter FG Helmet Ready to ship. Availability \$449.95 |  | OBO OK Helmet Ready to ship. Availability \$399.95 |
|  | OBO Carbon Helmet \$399.95 |  | OBO ROBO FG Helmet \$399.95 |
|  | OBO ROBO PE Helmet \$314.95 |  | OBO Poly P Helmet \$299.95 |

CranBarry FIELD HOCKEY **Grays OBO**

Sticks Goalkeeping Protection Gear Accessories Clearance Help Contact

CATEGORIES
 Gift Certificate
 Gift Ideas
 New Items
 Sticks
 Goalie Equipment
 Protection
 Bags
 Gear
 Game Balls
 Practice Balls
 Stick Needs
 Officials/Coaches Corner
 Stick Bags
 Goalie Bags
 Goals and Nets
 All Balls
 All Field Hockey Gear
 Accessories
 Field Hockey Clearance
 Sale

Navigate: Field Hockey / Gear / All Balls

Sort By:

All Balls

| | | | |
|---|--|---|---|
|  | CranBarry Cork Practice Ball \$3.95 |  | CranBarry Elite Seamless Ball \$8.95 |
|  | CranBarry Glitter Practice Ball \$9.95 |  | CranBarry Hollow Multi Turf Ball \$8.95 |
|  | CranBarry Hollow Practice Ball \$5.95 |  | CranBarry Practice Dimple Ball \$6.95 |

**Streamlined Application for Recognition of Exemption
Under Section 501(c)(3) of the Internal Revenue Code**

Do not enter Social Security numbers on this form as it will be made public.

Information about Form 1023-EZ and its separate instructions is at www.irs.gov/form1023

Note: If exempt status is approved, this application will be open for public inspection.

Check this box to attest that you have completed the Form 1023-EZ Eligibility Worksheet in the current instructions, are eligible to apply for exemption using Form 1023-EZ, and have read and understand the requirements to be exempt under section 501(c)(3).

Part I Identification of Applicant

1a Full Name of Organization

PLAY BEYOND THE GAME INC

b Mailing Address (number, street, and room/suite). If a P.O. box, see instructions.

1100 N GLEBE RD STE 1010

c City

ARLINGTON

d State

VA

e Zip code + 4

22201-0000

2 Employer Identification Number

46-4834034

3 Month Tax Year Ends (MM)

12

4 Person to Contact if More Information is Needed

CHRISTINE SUMMERS

5 Contact Telephone Number

703-989-7398

6 Fax Number (optional)

7 User Fee Submitted

\$400.00

8 List the names, titles, and mailing addresses of your officers, directors, and/or trustees. (If you have more than five, see instructions.)

First Name: CHRISTINE

Last Name: SUMMERS

Title: DIRECTOR

Street Address: 29 WEBB LANE

Qty: HIGHLAND FALLS

State: NY

Zip code + 4: 10928-0000

First Name: BENJAMIN

Last Name: SUMMERS

Title: DIRECTOR

Street Address: 29 WEBB LANE

Qty: HIGHLAND FALLS

State: NY

Zip code + 4: 10928-0000

First Name:

Last Name:

Title:

Street Address:

Qty:

State:

Zip code + 4:

First Name:

Last Name:

Title:

Street Address:

Qty:

State:

Zip code + 4:

First Name:

Last Name:

Title:

Street Address:

Qty:

State:

Zip code + 4:

9a Organization's Website (if available):

b Organization's Email (optional):

Part II Organizational Structure

1 To file this form, you must be a corporation, an unincorporated association, or a trust. **Check the box** for the type of organization.

Corporation

Unincorporated association

Trust

2 **Check this box** to attest that you have the organizing document necessary for the organizational structure indicated above.

(See the instructions for an explanation of **necessary organizing documents**.)

3 Date incorporated if a corporation, or formed if other than a corporation (MMDDYYYY):

02172014

4 State of Incorporation or other formation: Virginia

5 Section 501(c)(3) requires that your organizing document must limit your purposes to one or more exempt purposes within section 501(c)(3).

Check this box to attest that your organizing document contains this limitation.

6 Section 501(c)(3) requires that your organizing document must not expressly empower you to engage, otherwise than as an insubstantial part of your activities, in activities that in themselves are not in furtherance of one or more exempt purposes.

Check this box to attest that your organizing document does not expressly empower you to engage, otherwise than as an insubstantial part of your activities, in activities that in themselves are not in furtherance of one or more exempt purposes.

7 Section 501(c)(3) requires that your organizing document must provide that upon dissolution, your remaining assets be used exclusively for section 501(c)(3) exempt purposes. Depending on your entity type and the state in which you are formed, this requirement may be satisfied by operation of state law.

Check this box to attest that your organizing document contains the dissolution provision required under section 501(c)(3) or that you do not need an express dissolution provision in your organizing document because you rely on the operation of state law in the state in which you are formed for your dissolution provision.

Part III Your Specific Activities

1 Enter the appropriate 3-character NTEE Code that best describes your activities (See the instructions): N99

2 To qualify for exemption as a section 501(c)(3) organization, you must be organized and operated exclusively to further one or more of the following purposes. By checking the box or boxes below, you attest that you are organized and operated exclusively to further the purposes indicated. **Check all that apply.**

- Charitable
- Religious
- Educational
- Scientific
- Literary
- Testing for public safety
- To foster national or international amateur sports competition
- Prevention of cruelty to children or animals

3 To qualify for exemption as a section 501(c)(3) organization, you must:

- Refrain from supporting or opposing candidates in political campaigns in any way.
- Ensure that your net earnings do not inure in whole or in part to the benefit of private shareholders or individuals (that is, board members, officers, key management employees, or other insiders).
- Not further non-exempt purposes (such as purposes that benefit private interests) more than insubstantially.
- Not be organized or operated for the primary purpose of conducting a trade or business that is not related to your exempt purpose(s).
- Not devote more than an insubstantial part of your activities attempting to influence legislation or, if you made a section 501(h) election, not normally make expenditures in excess of expenditure limitations outlined in section 501(h).
- Not provide commercial-type insurance as a substantial part of your activities.

Check this box to attest that you have not conducted and will not conduct activities that violate these prohibitions and restrictions.

- 4 Do you or will you attempt to influence legislation? _____ Yes No
(If yes, consider filing Form 5768. See the instructions for more details.)
- 5 Do you or will you pay compensation to any of your officers, directors, or trustees? _____ Yes No
(Refer to the instructions for a definition of **compensation**.)
- 6 Do you or will you donate funds to or pay expenses for individual(s)? _____ Yes No
- 7 Do you or will you conduct activities or provide grants or other assistance to individual(s) or organization(s) outside the United States? _____ Yes No
- 8 Do you or will you engage in financial transactions (for example, loans, payments, rents, etc.) with any of your officers, directors, or trustees, or any entities they own or control? _____ Yes No
- 9 Do you or will you have unrelated business gross income of \$1,000 or more during a tax year? _____ Yes No
- 10 Do you or will you operate bingo or other gaming activities? _____ Yes No
- 11 Do you or will you provide disaster relief? _____ Yes No

Part IV Foundation Classification

Part IV is designed to classify you as an organization that is either a private foundation or a public charity. Public charity status is a more favorable tax status than private foundation status.

- 1 If you qualify for public charity status, check the appropriate box (1a - 1c below) and skip to **Part V** below.
- a **Check this box** to attest that you normally receive at least one-third of your support from public sources or you normally receive at least 10 percent of your support from public sources and you have other characteristics of a publicly supported organization. **Sections 509(a)(1) and 170(b)(1)(A)(vi).**
 - b **Check this box** to attest that you normally receive more than one-third of your support from a combination of gifts, grants, contributions, membership fees, and gross receipts (from permitted sources) from activities related to your exempt functions and normally receive not more than one-third of your support from investment income and unrelated business taxable income. **Section 509(a)(2).**
 - c **Check this box** to attest that you are operated for the benefit of a college or university that is owned or operated by a governmental unit. **Sections 509(a)(1) and 170(b)(1)(A)(iv).**
- 2 If you are not described in items 1a - 1c above, you are a private foundation. As a private foundation, you are required by section 508(e) to have specific provisions in your organizing document, unless you rely on the operation of state law in the state in which you were formed to meet these requirements. These specific provisions require that you operate to avoid liability for private foundation excise taxes under sections 4941-4945.
- Check this box** to attest that your organizing document contains the provisions required by section 508(e) or that your organizing document does not need to include the provisions required by section 508(e) because you rely on the operation of state law in your particular state to meet the requirements of section 508(e). (See the instructions for explanation of the section 508(e) requirements.)

Part V Reinstatement After Automatic Revocation

Complete this section only if you are applying for reinstatement of exemption after being automatically revoked for failure to file required annual returns or notices for three consecutive years, and you are applying for reinstatement under section 4 or 7 of Revenue Procedure 2014-11. (Check only one box.)

- 1 Check this box if you are seeking retroactive reinstatement under section 4 of Revenue Procedure 2014-11. By checking this box, you attest that you meet the specified requirements of section 4, that your failure to file was not intentional, and that you have put in place procedures to file required returns or notices in the future. (See the instructions for requirements.)
- 2 Check this box if you are seeking reinstatement under section 7 of Revenue Procedure 2014-11, effective the date you are filling this application.

Part VI Signature

I declare under the penalties of perjury that I am authorized to sign this application on behalf of the above organization and that I have examined this application, and to the best of my knowledge it is true, correct, and complete.

CHRISTINE SUMMERS

(Type name of signer)

DIRECTOR

(Type title or authority of signer)

10212015

(Date)



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION
APPLICATIONS DUE BY: 5PM January 18th 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Loudoun Timberwolves

OFFICIAL REPRESENTATIVE: Andrew Voell

TITLE: Coach

E-MAIL: amazing_grace18@verizon.net

MAILING ADDRESS: 18854 Woodburn Road
Leesburg, VA 20175

TELEPHONE: (Day) (703)304-2947
(Mobile) (703)304-2947

TOTAL AMOUNT REQUESTED: \$ 400

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
If yes, please provide proof with your application.

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 14

Please provide the number of participants that live in Purcellville Town Limits. 6, with a few more just outside of town

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? ___yes xno
If so, what years did you receive the award? _____

If so, please state how the funding was used in the most recent year that your organization received the award.

Has your organization received funding sources from other outside organizations in the past? yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

We are a travel soccer team. We describe ourselves as a blue collar operation because the boys are hard working dedicated but we don't have the funds for the fancy uniforms and professional coaches. In fact, that is the model we are aiming for. Andrew Voell and Brion Bell are the two coaches and dads of boys on the team. There were no tryouts ...it is comprised of players and parents who are interested in soccer and instilling strong morals in young men (boys are 10-11 years We have four boys on the team on scholarship...the boys come from families who struggle financially and wouldn't have the opportunity to play at a more competitive level without the scholarship component. Two of the four boys live within town limits.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

The cost per child for the year long soccer season is \$800. We have four boys on the team on scholarship whose families are unable to contribute. Two of these boys live within town limits. We are requesting \$400 which would cover half of the cost of the season for one of the boys. These fees go to cover entry into the Old Dominion Soccer League, tournament fees, field rental, equipment and other associated costs for the boys.

TIMEFRAME:

When are you proposing to use the funding?

Soccer season 2016-2017. Team dues due in the spring/ summer 2016.

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

The boys are such nice kids...kind to one another and demonstrated good sportanship. In fact, we just learned that they were awarded the Randy Rawls Sportmanship Award as a team based on the behavior on the field throughout the season. They were also the National Capital Tournament Champions and the ODSL Division 4 Champions.

DECLARATION:

Organization Name (No Acronyms): Loudoun Timberwolves

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Andrew Voell

Signature: Andrew Voell

Date: 1/15/2016



THE COLLEGE OF THE SOUTHERN
WOODBRIDGE FOOTBALL TEAM

51

Thank you!

2015-2016 Thank you for your support!



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION
APPLICATIONS DUE BY: 5PM January 18th 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Western Loudoun Girls Softball League

OFFICIAL REPRESENTATIVE: Anthony Licciardone

TITLE: Vice President

E-MAIL: vicepresident@wlgsl.org

MAILING ADDRESS: 504 Rosemary Ln
Purcellville, VA 20132

TELEPHONE: (Day) 540-338-8016
(Mobile) 540-604-0308

TOTAL AMOUNT REQUESTED: \$ 2000

Is your organization recognized as a charitable organization under Virginia § 15.2-953? [X] Yes [] No
If yes, please provide proof with your application.

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.

*Participant demographic information may be requested prior to funding approval.

*Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. Around 200 depending on season

Please provide the number of participants that live in Purcellville Town Limits. About 1/3

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? X yes ___ no

If so, what years did you receive the award? 2015

If so, please state how the funding was used in the most recent year that your organization received the award. The money was used to purchase safety gear for the girls. In 2015 WLGSL required all girls playing the infield to wear face masks.

Money was used from this grant to purchase face masks for each team. Money was also used to purchase new catchers gear.

Money was also used to bring in a representative from the Positive Coaches Alliance (see below)

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

Western Loudoun Girls Softball League has teamed up with The Positive Coaches Alliance (PCA) to ensure that our league is focused on making softball a positive, character building, and fun environment for all our participants. We have brought in speakers to train our board and our coaches. We would like to extend this offering to our parents as well as have additional training for our coaches (as we have turnover from season to season)

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

WLGSL is self staining for all our operation costs (basic equipment purchases, uniforms, insurance etc.) To pay for any additional training, WLGSL would use this grant. We have found the PCA a very beneficial training for our league

TIMEFRAME:

When are you proposing to use the funding?

We would like to have training prior to our spring season. If not in place before our spring season, we would use it prior to the fall season.

OTHER INFORMATION:

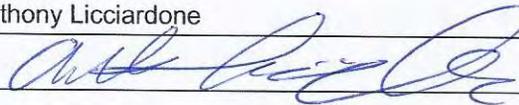
We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

DECLARATION:

Organization Name (No Acronyms): Western Loudoun Girls Softball League

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Anthony Licciardone

Signature: Anthony Licciardone 

Date: 1/16/2016



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION
APPLICATIONS DUE BY: 5PM on Monday, February 1, 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): UPPER LAPOUN YOUTH FOOTBALL LEAGUE

OFFICIAL REPRESENTATIVE: JEREMY JENKINS

TITLE: FUNDRAISING CHAIR

E-MAIL: jeremyjenkins@jeremyjenkins212@gmail.com

MAILING ADDRESS: PO BOX 144, PURCELLVILLE VA 20134

TELEPHONE: (Day) _____

(Mobile) 703-795-1238

TOTAL AMOUNT REQUESTED: \$ 1,500.00

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No

If yes, please provide proof with your application. WE ARE A NON-PROFIT ORGANIZATION

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 600+

Please provide the number of participants that live in Purcellville Town Limits. 400+

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? yes no

If so, what years did you receive the award? MULTIPLE

If so, please state how the funding was used in the most recent year that your organization received the award. WE USE THE FUNDING TO PROVIDE NEW EQUIPMENT ALLOWING THE YOUTH PARTICIPANTS THE BEST PROTECTION IN THE SPORT

Has your organization received funding sources from other outside organizations in the past? yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

PURCHASE NEW HELMETS & SHOULDER PADS

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

IT WILL HELP FACILITATE THE PURCHASE OF THE EQUIPMENT

TIMEFRAME:

When are you proposing to use the funding?

2016

OTHER INFORMATION:

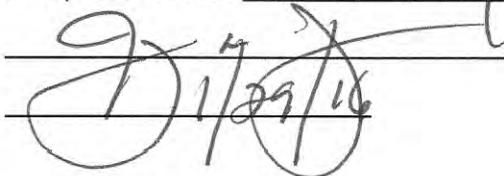
We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

DECLARATION:

Organization Name (No Acronyms): UPPER LOUDON YOUTH FOOTBALL LEAGUE

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: JEREMY JENKINS

Signature: 

Date: 1/29/16



TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION
APPLICATIONS DUE BY: 5PM on Monday, February 1, 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Western Loudoun Volleyball Club

OFFICIAL REPRESENTATIVE: Virginia Canard

TITLE: Treasurer

E-MAIL: vcanard@comcast.net or info@wlvbc.org

MAILING ADDRESS: PO Box 264

Purcellville, VA 20134

TELEPHONE: (Day) 540-454-3514

(Mobile) 540-454-3514

TOTAL AMOUNT REQUESTED: \$ 1,000.00

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
 If yes, please provide proof with your application. **We are 501(c)3 non-profit.**

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 56

Please provide the number of participants that live in Purcellville Town Limits. approx. 18

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? yes no

If so, what years did you receive the award? 2013, 2014 & 2015

If so, please state how the funding was used in the most recent year that your organization received the award.

We have used it to support our Saturdays Skills and Scrimmage program as we feel that benefits the largest group of players that are in the Purcellville area and are not able to pay higher fees for club travel volleyball.

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

We teach fundamentals and provide opportunities for all players to learn volleyball and teamwork on and off the court.

WLVBC hosts a Saturday Skills and Scrimmage program strictly run by volunteers. We have about 56 girls and boys participating in this 10 week program, meeting on Saturdays only. This program allows kids who can not afford the high cost of travel volleyball but has a desire to learn the game. We pay for rental space at Patrick Henry College, provide t-shirts for each player and host a scrimmage tournament. This allows them to experience what a real tournament.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

Facility rental at Patrick Henry College - Purcellville - \$500

T-shirts - \$350

Equipement - \$150

Total = \$1,000

TIMEFRAME:

When are you proposing to use the funding?

Current program running through April and we will do it again next January

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

see attached

DECLARATION:

Organization Name (No Acronyms): Western Loudoun Volleyball Club

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Virginia Canard

Signature: Virginia Canard

Date: 2/1/16

Western Loudoun Volleyball Club

www.wlvbc.org

About Us

WLVBC is an all-volunteer-based, USAV-affiliated juniors volleyball club that plays in the Chesapeake Region Volleyball Association (CHRVA).

WLVBC's Motto is: "When we serve well, good things happen." The part of the motto that is supportive of volleyball is straightforward: we teach fundamentals and provide opportunities for our players to serve each other on the court as teammates, and when they do this well, good things happen. They may win, they may lose, but they learned how to work together, win together and lose together. All good things as they are life lessons.

But this motto is also about serving others, outside of volleyball. The motto doesn't say, "when we serve well at volleyball tournaments, good things happen."

One of our objectives at WLVBC is to reinforce the notion that we are a team....we are a community....that we can see positive things happen when we volunteer to help others....the concept of giving to others in service to them, is a critical element of team work. We reinforce this concept on the court, and also by volunteering for community outreach....in short, we give back to our community, by serving them with local projects.

WLVBC's goals are to:

- to provide opportunities for Western Loudoun-based athletes to participate in club volleyball tournaments
- to keep the program affordable for active families
- to prepare players for local high school
- to foster a lifetime love of the game
- to develop character in a healthy, athletic environment
- to give back to the Western Loudoun community by developing team volunteering opportunities

WLVBC was started in late 2009 by an off-court team passionate about the club's mission and players. We're excited to be able to operate into our 6th season!

WLVBC is a division of the Western Loudoun Youth Assoc., a 501(c)3 non-profit organization. Tax-ID: 27-1325242

Our mailing address is: WLVBC P.O. Box 684 Purcellville, VA 20134

Email: info@wlvbc.org



**TOWN OF PURCELLVILLE
FY 2016 SPORTS LEAGUE FUNDING APPLICATION**

APPLICATIONS DUE BY: 5PM January 18th 2016

APPLICANT DETAILS

CLUB/LEAGUE (No Acronyms): Western Loudoun Wrestling

OFFICIAL REPRESENTATIVE: Michael Gingras

TITLE: President

E-MAIL: WesternLoudounWrestling@gmail.com

MAILING ADDRESS: 37610 Cecilia Lane
Purcellville, VA 20132

TELEPHONE: (Day) 703-282-1318
(Mobile) 703-282-1318

TOTAL AMOUNT REQUESTED: \$\$\$500

Is your organization recognized as a charitable organization under Virginia § 15.2-953? Yes No
If yes, please provide proof with your application.

GUIDELINES:

The organization/league must serve the Town of Purcellville area and have citizens of the Town of Purcellville as players. *Priority consideration will be given to sports teams that serve Purcellville residents and in which all players are permitted to play regardless of skill level.*

**Participant demographic information may be requested prior to funding approval.*

**Applicants will have an opportunity to address the Parks and Recreation Advisory Board at a standing meeting.*

For more information, call (540) 751-2350. The form should be submitted by mail to the address below, or emailed to mscoggins@purcellvilleva.gov.

Town of Purcellville/Annual Sports League Funding/ 221 S. Nursery Avenue / Purcellville, VA 20132

PARTICIPANT DEMOGRAPHIC INFORMATION

Please provide the total number of participants in your program. 57

Please provide the number of participants that live in Purcellville Town Limits. 35

PAST AWARD USAGE

Is your organization a previous recipient of the Purcellville Sports League Funding grant? yes no
If so, what years did you receive the award? 2015

If so, please state how the funding was used in the most recent year that your organization received the award. Last year, Loudoun Youth Wrestling Club rebranded itself as Western Loudoun Wrestling Patriots in order to more accurately reflect our participants and spirit. The renaming included purchasing new singlets and coaches shirts at the cost of \$3,700. Most of these funds came from fund raisers and the town award closed the gap.

Has your organization received funding sources from other outside organizations in the past? ___yes no

REASON FOR FUNDING:

Please describe the activity/project/use that you are planning to undertake:

We will complete our transition this year by purchasing additional singlets and coaches shirts to cover variation in sizes of the children and volunteer coaches who participate each year.

USE DESCRIPTION:

How will the money requested assist in your planned activity/project use, if approved?

Additional singlets and shirts will cost \$1,750 (\$60 x 15 + \$35 x 5). The town's award would decrease the fund raising burden on the wrestling families.

TIMEFRAME:

When are you proposing to use the funding?

Singlets and shirts are already on order.

OTHER INFORMATION:

We welcome any further information that may assist us in the processing of your application. Please attach any relevant price quotes, letters of support etc.

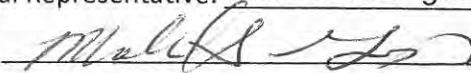
Attached is a copy of the invoice for last years purchases. Western Loudoun Wrestling is the only youth wrestling program servicing Purcellville and western Loudoun county. Coachs are volunteers and registration fees are kept as low as possible (currently \$110) to make it accessable to all children.

DECLARATION:

Organization Name (No Acronyms): Western Loudoun Wrestling

The information herein is the best of my knowledge, true and correct.

Name of Official Representative: Michael S. Gingras

Signature: 

Date: 1/18/2016

New Account

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WESTERN LOUDOUN WRESTLING



14121 Parke Long Ct. Suite 101
Chantilly, VA 20151
Phone:(703)679-1092 Fax:(703)679-1094

Residential

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PICK UP

| SALESMAN | ORDER # | CUSTOMER # | CUSTOMER PO # | SHIP VIA | SHIP COMPLT | FREIGHT | TERMS | ORDER DATE | DATE REQD | HOLD FOR P.O. | REFERENCE | | |
|----------------------------|---------|------------|---------------|---|-------------|---------|--------|------------|-----------|---------------|-----------|------------|-------------|
| 46 | 5986290 | 2440560 | HICKMAN | FEDEX | YES | Q | C.O.D. | 1/5/15 | 1/30/15 | NO | VARIOUS | | |
| ITEM # | QTY | UNIT | COLOR | DESCRIPTION & SIZES | | | | | | | C.C. | UNIT PRICE | EXTENDED |
| 1 | 10 | EA | RY | EXPLOSION POLO WITH EMB 1/SM 2/MD 5/LG 1/XL 1/XXL | | | | | | | | \$ 36.00 | \$ 360.00 |
| 2 | 43 | EA | SB | 27SPORTS WRESTLING SINGLET'S YOUTH: 8/SM 13/MD 10/LG 12/XL | | | | | | | | \$ 53.95 | \$ 2,319.85 |
| 3 | 17 | EA | SB | 27SPORTS WRESTLING SINGLET'S ADULT: 10/SM 4/MD 2/LG 1/XL | | | | | | | | \$ 59.95 | \$ 1,019.15 |
| 4 | 60 | EA | SG | G200 T-SHIRTS YT: 3/SM 7/MD 15/LG 10/XL AD: 8/SM 7/MD 7/LG 1/XL 2/XXL | | | | | | | | \$ 5.65 | \$ 339.00 |
| 5 | | | | | | | | | | | | | \$ - |
| 6 | | | | | | | | | | | | | \$ - |
| 7 | | | | | | | | | | | | | \$ - |
| 8 | | | | | | | | | | | | | \$ - |
| 9 | | | | | | | | | | | | | \$ - |
| 10 | | | | | | | | | | | | | \$ - |
| 11 | | | | | | | | | | | | | \$ - |
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| 19 | | | | | | | | | | | | | \$ - |
| 20 | | | | | | | | | | | | | \$ - |
| 21 | | | | | | | | | | | | | \$ - |
| 22 | | | | | | | | | | | | | \$ - |
| 23 | | | | | | | | | | | | | \$ - |
| PLEASE REMIT TO: | | | | | | | | | | | | | |
| BSN SPORTS | | | | | | | | | | | | | |
| ATTN: LARRY CANARD | | | | | | | | | | | | | |
| 14121 PARKE LONG CT | | | | | | | | | | | | | |
| SUITE 101 | | | | | | | | | | | | | |
| CHANTILLY, VA 20151 | | | | | | | | | | | | | |
| NSFRT | | | | | | | | | | | | | |

| | | | | | | | | |
|------|--|--------------------|--|------|------|-----------------|-----------------|--------------------|
| NAME | | CREDIT CARD NUMBER | | CODE | TYPE | EXPIRATION DATE | SUBTOTAL | \$ 4,038.00 |
| | | | | | | | SHIPPING | \$ 49.82 |
| | | | | | | | TAX | \$ 242.28 |
| | | | | | | | TOTAL | \$ 4,330.10 |

| LINE # | SLM | P.O. | VENDOR I.D. | CONTACT | SHIP VIA | FREIGHT | VENDOR TERMS | SHIP TO ADDRESS | ORDER DATE | ORDERED BY | REFERENCE |
|--------|-----|---------|-------------|---------|----------|---------|--------------|-----------------|------------|------------|-----------|
| | LC | 5986290 | A | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | B | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | C | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | D | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | E | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | F | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | G | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | H | | UPS | FOB | N30 | | | | |
| | LC | 5986290 | J | | UPS | FOB | N30 | | | | |

| November 2008 Awards - FY 09 | | December 2009 Awards - FY 10 | | January 2011 Awards - FY 11 | | February 2012 Awards - FY 12 | |
|------------------------------|---------|-------------------------------------|---------|------------------------------|----------|--------------------------------|-------|
| Catoctin Basketball Club | \$500 | Greater Loudoun Babe Ruth | \$1,000 | Loudoun Youth Wrestling Club | \$1,000 | Loudoun Youth Soccer | \$875 |
| Greater Loudoun Babe Ruth | \$1,500 | Loudoun Youth Wrestling | \$750 | Old Dominion Football Club | \$850 | Loudoun Youth Wrestling | \$825 |
| Loudoun Bulldogs | \$1,500 | Old Dominion Football | \$1,000 | Upper Loudoun Little League | \$1,325 | NOVA Athletic Club | \$825 |
| Loudoun Youth Wrestling | \$500 | Upper Loudoun Girls Softball League | \$1,500 | Upper Loudoun Youth Football | \$1,325 | Old Dominion Football Club | \$825 |
| Old Dominion Football Club | \$1,000 | Catoctin Basketball Club | \$500 | Western Loudoun Volleyball | \$500.00 | Upper Loudoun Youth Football | \$825 |
| | | | | | | Western Loudoun Youth Lacrosse | \$825 |

| March 2013 Awards - FY 13 | | March 2014 Awards - FY 14 | | November 2014 Awards - FY 15 | | Proposed March 2016 Awards - FY 16 | |
|---------------------------------------|---------|------------------------------|-------|---------------------------------------|-------|--------------------------------------|------------|
| FC Sports Inc. | \$700 | Old dominion Football Club | \$867 | Loudoun county League | \$150 | Catoctin Basketball Club | \$800.00 |
| Loudoun Youth Soccer | \$1,400 | Greater Loudoun Babe Ruth | \$867 | Loudoun Youth Soccer | \$750 | Loudoun County League - Field Hockey | \$500.00 |
| Old Dominion Football Club | \$700 | Loudoun youth Soccer | \$867 | Loudoun Youth Wrestling | \$750 | Loudoun Timberwolves - Soccer | \$800.00 |
| Western Loudoun Girls Softball League | \$1,350 | Upper Loudoun Youth Football | \$867 | LVHS Ice Hockey | \$500 | Loudoun Valley Ice Hockey | \$500.00 |
| Western Loudoun Volleyball Club | \$900 | Western Loudoun Rugby | \$867 | Old Dominion Football Club | \$800 | Western Loudoun Girls Softball | \$500.00 |
| | | Western Loudoun Volleyball | \$867 | Upper Loudoun youth Football | \$750 | Western Loudoun Volleyball | \$1,000.00 |
| | | | | Western Loudoun Girls Softball League | \$750 | Western Loudoun Wrestling | \$500.00 |
| | | | | Western Loudoun Volleyball | \$750 | | |



STAFF REPORT
ACTION ITEM

Item # 12.b

SUBJECT: Purcellville Marketing Video Proposal

DATE OF MEETING: March 8, 2016

STAFF CONTACTS: Daniel C. Davis, Assistant Town Manager

SUMMARY and RECOMMENDATIONS:

The purpose of this item is to consider whether the Town Council would like to engage a firm to produce marketing videos on behalf of the Town. This item was discussed at the February 23rd Meeting and staff was asked to come back with additional information and the process to move forward. Staff recommends Council move forward with this proposal, with the process as discussed in the item.

BACKGROUND:

The Economic Development Advisory Committee (EDAC), through Chairman Daniel Abramson, presented to Council the idea of a series of marketing videos that would highlight key aspects of Purcellville. These videos would be linked to from the Town's website and Facebook page.

The proposal, as discussed, was from a group called CGI Communications. They produce these videos for municipalities across the country. Their business model is to provide all the videos to the Town free of charge. They then sell advertising to local businesses around the video window. The advertising relates to the video and community, and goes to cover CGI's costs.

Council discussed the merits of the proposal, to include questions about who would advertise and how advertisers would be chosen.

ISSUES FOR CONSIDERATION:

If Council is interested in moving forward, there are a number of issues to consider and decisions to be made.

- 1) **Procurement:** A “free” service needs to be competitively procured if the company providing the service receives a “financial gain” in return for the service (promotion from the Town and advertising revenue from others through our partnership). The work proposed by CGI Communications qualifies as a “small purchase”, which requires that the Town seek quotes. Staff believes that reaching out for similar proposals via a brief “Request for Quote” (“RFQ”) would fulfill the requirement of the procurement policies.

If directed to pursue this route, staff would develop an RFQ and award a contract to the firm deemed to have provided the Town with the best proposal and thought to be able to deliver the best product to the Town.

- 2) **Advertising Standards:** Staff recommends that Council adopt advertising standards prior to engaging a video production firm. Such standards would need to be carefully defined to comport with laws regulating speech, while restricting advertisements to those that are consistent with the purpose of the Town’s promotional video: to promote commerce, economic development, and tourism in the Town of Purcellville. The Town Attorney will develop standards for Council to consider.
- 3) **Equal Access to Advertising Opportunity:** The Council raised concerns at the last meeting about all businesses having equal opportunity to place advertising through the CGI video proposal. At this time, staff knows of no way to ensure a fair and open process except to build provisions into a contract that requires rotation of advertisers if there are more businesses than available spaces. Staff would also note that, based on the CGI model, the advertisers may be different around each video, so that there are many available spaces.
- 4) **Alternative Methods of Video Production:** As discussed on February 23rd, another option is that the Town contract with a video production firm to develop marketing videos. These would be owned by the Town and would not require advertising. This is an option to consider if the Council is concerned about advertising around the videos. However, this option would require funds to pay for these videos. If this option is selected, an RFQ, like the one used to receive quotes for the “free” service, would be necessary.
- 5) **Topics for Videos to Cover:** Council also discussed possible topics for the videos to cover. Suggested topics include:

1. Restaurants
2. Shopping

3. Wineries, Breweries, and Distilleries
4. Business and Industry / Economic Development
5. Special Events/Quality of life (such as: Wine & Food Festival, Music and Arts Festival, Loudoun Grown Expo, etc.)
6. Homes and real estate
7. Health and wellness
8. Parks and recreation
9. Worship and Non-Profits
10. Town services, etc.

BUDGET IMPACT:

There are no direct budget impacts to the Town’s budget with the CGI request or something similar. Should Council prefer to develop the videos without advertising, then funds would have to be used for the project; costs for this option are unknown until quotes or proposals are received. However, indirect costs including staff time for management and oversight of advertising content should be considered even though it cannot at this time be quantified.

DRAFT MOTIONS:

1. **Procure Video Production with Advertising:** I move that the Town Council direct staff to issue a Request for Quote to produce website marketing videos that will promote commerce, economic development, and tourism within the Town, at no cost to the Town, with the provision that the firm may sell advertising space around the videos at its own expense in order to generate revenues to pay for the videos. I further move that the Town Council authorize the Town Manager to award a contract, subject to final terms and conditions being acceptable to the Town Manager and Town Attorney, to the firm deemed to be best suited to provide this product to the Town.

I also move that the Town Council identify the following 7 topic areas for the videos to cover:

1. Overview of Town of Purcellville
2. _____ [Fill in the rest, up to 7 videos total]

AND/OR

2. **Adopt Advertising Policies:** I move that the Council direct staff to develop a policy for advertising in connection with the Town’s promotional videos. The advertising policy will ensure that advertising standards are uniformly enforced, viewpoint

neutral, and reasonably related to the promotional purposes of the videos. The advertising policy will be brought to Council for approval prior to executing any contract with a video production/marketing agency and, once approved, will be incorporated into any contract for video production that utilizes advertisements.

AND/OR

3. **Procure Video Production without Advertising:** I move that the Town Council direct staff to issue a Request for Quote to provide full video production services, from developing scripts to taking video to final editing of the video, without utilizing advertising. The purpose would be to develop one or more videos at a length of one to two minutes each for marketing of the Town and its amenities.



STAFF REPORT
ACTION ITEM

Item # 14

SUBJECT: Approval of Meeting Minutes

DATE OF MEETING: March 8, 2016

STAFF CONTACTS: Diana Hays, Town Clerk/Project Manager

SUMMARY and RECOMMENDATIONS:

Attached are the meeting minutes from the February 23, 2016 Town Council Meeting.

ATTACHMENT(S):

1. February 23, 2016 Town Council Meeting Minutes

**MINUTES
PURCELLVILLE TOWN COUNCIL MEETING
FEBRUARY 23, 2016
TOWN HALL HERITAGE ROOM**

The regular meeting of the Purcellville Town Council was convened at 7:00 PM in the Heritage Room with the following in attendance:

PRESENT: Kwasi Fraser, Mayor
John Nave, Council member
Joan Lehr, Council member
Patrick McConville, Council member
Doug McCollum, Council member
Karen Jimmerson, Council member
Melanie Fuller, Council member

ABSENT: None

STAFF: Robert Lohr, Jr., Town Manager
Danny Davis, Assistant Town Manager
Sally Hankins, Town Attorney
Alex Vanegas, Director of Public Works
Patrick Sullivan, Director of Community Development
Daniel Galindo, Senior Planner
Chief Cindy McAlister, Police Dept.
Melanie Scoggins, Events Specialist
Diana Hays, Town Clerk

CALL TO ORDER OF REGULAR MEETING:

Mayor Fraser called the regular meeting to order at 7:00 PM.

AGENDA AMENDMENTS/APPROVAL:

- a. Alex Vanegas requested that item 9b Nursery Avenue Roadway and Drainage Improvements be removed from the agenda due to procurement thresholds. Mayor Fraser approved the request.

- b. Danny Davis reminded Town Council that item 9e Request from Lovettsville – Support of Local Bus Route has been added to the agenda via a supplemental meeting agenda.

PROCLAMATIONS/RECOGNITIONS:

None

PUBLIC HEARINGS:

None

PRESENTATIONS:

a. Town Marketing Video

Daniel Abramson, Chairman of the Town's Economic Development Advisory Committee, gave a presentation about a proposed marketing video for the Town.

Mr. Abramson noted that the next step are approval by Town Council followed by video topics to be determined by Town Council as well as the table of contents, review of documents, and questions and answers by Sally Hankins, and procurement considerations.

Council member Lehr expressed her concerns with the number of businesses in Town and the number of advertising spaces available on the video. Rob Lohr suggested a rotating schedule of businesses.

Mayor Fraser added that he feels there is general interest from Council with some questions and concerns and asked that this be brought back to the next meeting for decision to allow Council time to ask questions to the EDAC and staff.

CITIZEN/BUSINESS COMMENTS:

Mayor Fraser granted three minutes for each speaker.

Kelli Grim of Devonshire Circle thanked EDAC for their presentation and talked about the calendar that the Town used to distribute. Ms. Grim also talked about Town businesses listed on the Town's website in the past and the PBA link taking its place as well as concerns for the Town not promoting those with business licenses.

Ms. Grim talked about the text amendment and the cost of special use permits, and talked about and supported the Environmental Sustainability and Tree and Beautification Committee.

MAYOR AND COUNCIL COMMENTS:

Council member McCollum welcomed Melanie Fuller to Council. Council member McCollum stated the Planning Commission was pleased with the attendance at the two opening sessions for the comprehensive plan review and revision, and feels the attendance numbers are higher than actually captured due to some not signing in for each session attended.

Council member Fuller stated she enjoyed the EDAC presentation and added she was on the committee for two years and this was being worked on then as well.

Council member Nave welcomed Melanie Fuller and thanked Daniel Abramson for his work on EDAC. Council member Nave stated he and Vice Mayor McConville have been working on their Fund the Future initiative and continue to look to Rob Lohr and Alex Vanegas for information.

Council member Lehr stated she sat in on a PBA Board Meeting today and talked about the changes to the PBA including forming committees, and thanked Alex Vanegas for his efforts around the community.

Vice Mayor McConville welcomed Melanie Fuller to Council. Vice Mayor McConville stated he met with VDOT to talk about the Rt. 7/690 interchange and Rt. 7 eastbound traffic.

Council member Jimmerson welcomed Melanie Fuller, and added that on February 10th she attended the artist reception at Town Hall, and on February 12th attended the County's Transportation and Land Use Meeting where the Northern Collector Road was discussed. On February 17th, Council member Jimmerson attended Visit Loudoun's facilitated input session. Council member Jimmerson noted the Purcellville Crossroads Charrette scheduled for next Thursday.

Mayor Fraser welcomed Melanie Fuller, and stated he attended the Blue and Gold Banquet. Mayor Fraser noted there have been requests for the report about propane versus natural gas which he will forward to Council and the community in a week.

DISCUSSION/INFORMATIONAL ITEMS:

a. Public Safety Reports

Chief McAlister made a correction to her report and noted there were zero Trespass-School Property W/I to Abduct Student and there were two Trespass on Church or School Property. Chief McAlister added that Corporal Vasconi and Sargeant Dinkins are attending the IACP Leadership training.

b. Public Works Monthly Operations Report

Mayor Fraser stated that he was approached by Scott Fairfax who noted the HOA owns a 3-acre piece of land where they may be a well, and would be willing to work with the Town to explore the opportunity. Alex Vanegas noted the request should be made to the Town for further investigation.

c. Personnel Update

This item was not discussed.

d. Makersmith

A presentation as well as discussion on this item took place at the previous Town Council meeting about a Makersmith shop opening in Purcellville. Vice Mayor McConville referenced a message on social media of a shop opening in Round Hill and asked about the impact that may have on a Purcellville location. Council member Nave stated he would like to see the Purcellville facility as a working facility and not just a warehouse. Council member Lehr added the Town is not zoned in that area for the use and would like to understand what will go into it as well as their intentions for the space. Mayor Fraser stated he would like to capture all of the questions from Council to forward to Makersmith for answers. Council member McCollum talked about the many steps to be taken which will take time as well as the expenses and the concerns for this maybe being low revenue generating as well as the requested terms. Council member Jimmerson talked about the opportunity of bringing people into Town.

Rob Lohr suggested that each Council member send their questions to him in an email and will forward to Makersmith.

Mayor Fraser believes this idea has a potential to be an incubator of new businesses that would direct potential venture capital to the Town.

e. Environmental Sustainability and Tree and Beautification Committee

Mayor Fraser talked about the need for committee members on the Tree and Beautification Committee as it currently has one member. After meeting with that member, a vision and mission statement was created and a plan was put together as to what the new committee should be. This information was sent to the committee member for review. Mayor Fraser added that Council made a decision previously that the committee should be under the Parks and Recreation Advisory Board rather than Town Council, and noted that over a year later no action has been taken. Mayor Fraser stated he called some individuals within the Town that are passionate about this, and formed a committee not knowing this required Council approval because the Tree and Beautification Committee was a standing committee.

Council member McCollum referenced the Town code about the Tree and Beautification Committee and does not feel Environmental Sustainability needs to be added to the committee name, and questioned why the named volunteers did not volunteer to serve on the Tree and Beautification Committee sooner.

Council member Jimmerson stated she feels that by having both names in the title will attract more interest. Mayor Fraser summarized by stating to leave the Tree and Beautification Committee in place and roll the environmental committee into it. Council member McCollum stated the code has a series of responsibilities with the Tree and Beautification Committee and it may be easier to add some elements such as environmental sustainability.

Council member Lehr stated she has no concerns with joining the two committees together. Council member Lehr talked about rules on tree removal that was put together years ago. Rob Lohr summarized the ordinance. Council member Lehr suggested that applications be submitted so that applicants go through the same process as other committees, commissions and boards.

Dan Galindo added that the Tree and Beautification Commission is listed by name repeatedly in the zoning ordinance under the landscaping section, and added that one of the main responsibilities of the committee is to maintain the Town's tree and shrub list.

Mayor Fraser stated he agreed to keep the Tree and Beautification Committee and merge the vision of both but just have the one committee. Danny Davis noted the duties of the committee which include to assist with such other duties as assigned. Mayor Fraser requested that Sally Hankins review the mission and vision statement.

Council talked about the appointment process and having those interested submit applications then interview each applicant. Vice Mayor McConville suggested running an ad to see if there is anyone else interested in interviewing. Sally Hankins added the code provision gives the authority to appoint up to seven people on the committee, and added the code will need amended for the Purcellville Arts Council and can be done so for other committees at the same time.

Council member Nave added he feels the members should be interviewed to stay consistent with the way members are added to other committees.

f. Paving Recommendations

Alex Vanegas summarized the staff report and the provided list of repairs and paving recommended by staff with many linked to capital improvement projects. Rob Lohr noted that 26th Street between J and K is in need of repair. Alex Vanegas stated he would confirm with Jason Didawick.

ACTION ITEMS:

a. Zoning Ordinance Text Amendment OA15-03 to Increase the Maximum Enrollment of a Residential Child Care from Six to Twelve

Daniel Galindo referred to the note on page 50 in the agenda packet that includes a minor change to the ordinance, and added that all of the changes from the last meeting have been incorporated into the ordinance.

Council member Jimmerson made a motion that the Purcellville Town Council adopt Ordinance No. 16-02-01, as set forth in the Staff Report, ordaining text amendments to Articles 4 and 15 of the Zoning Ordinance, for the reasons stated therein. The motion was seconded by Vice Mayor McConville.

Council member McCollum noted that the amendment request came from one applicant and that the Planning Commission believes it is a bigger issue than just the one community, and approached other jurisdictions to see how they handled the same request and added they came up with a list of standards that the applicant would have to meet which then would go to the Board of Zoning Appeals. Council member McCollum stated he feels there needs to be some local controls and voted against the process.

Council member Lehr added that in the Town's ordinance the HOA must give permission to use the community's amenities including parking spaces. Daniel Galindo added that the HOA does have to provide consent to use the playground however does not need to consent to the use being there. If the HOA does not permit residential child care, it would go to the BZA who would authorize it however the final decision stands with the HOA.

Mayor Fraser stated he does not see a significant risk.

Motion: Council member Jimmerson
Second: Vice Mayor McConville
Carried: 6-1-0

McConville - Aye
Lehr - Aye
McCollum - Nay
Fuller - Aye
Nave - Aye
Jimmerson - Aye
Mayor - Aye

b. Nursery Avenue Roadway and Drainage Improvements

This item was removed from the agenda via an agenda amendment.

c. J Street Drainage Improvement – Construction Contract Award

Alex Vanegas summarized the staff report and stated the lowest bidder failed to provide five key elements with their bid and as a result their bid was removed for consideration. Alex Vanegas requested that Council approve the contract with TJT Corporation.

Council member Lehr expressed concerns with the high contingency and Alex Vanegas clarified that with drainage projects there are a lot of unknowns and the contingency would cover those.

Mayor Fraser asked if the quote is negotiable and Alex Vanegas noted that it was competitively bid.

Vice Mayor McConville made a motion that Town Council approve of and authorize the Town Manager to execute a Contract with TJT Corporation for the J Street Drainage Improvements for the base bid amount of \$128,929.14, and also approve a 25% contingency of \$32,232.28 for use on the project. The motion was seconded by Council member Lehr.

Mayor Fraser requested that Alex Vanegas obtain a project plan from the contractor to see the project step by step in order to become knowledgeable on the project.

Motion: Vice Mayor McConville
Second: Council member Lehr
Carried: 7-0-0

Lehr - Aye
McConville - Aye
Jimmerson - Aye
McCollum - Aye
Fuller - Aye
Nave - Aye
Mayor - Aye

d. Special Event Support Requests

Danny Davis reminded Council that this item is being brought back from the previous meeting and includes what criteria each event might meet as well as historical amounts of what the Town has absorbed or has covered in previous years. Danny Davis confirmed that the Town has not received any requests for direct contributions.

Council member Lehr talked about understanding expenses and having the applicants pay the expenses versus the Town. Rob Lohr added that the ordinance addresses Council's concerns in getting closer to recovering some of the fees associated with events.

Council member Nave made a motion that Town Council support the following requests for event support:

1. Dragon Yong In World Mission Institute Tournament
2. Sadie's Race
3. Halloween Block Party
4. Turkey Trot

The motion was seconded by Council member Jimmerson.

Vice Mayor McConville stated he would like to see limits applied to each organizations request. Rob Lohr added that taxes and established fees cannot be waived however reimbursements can be made. Further discussion took place about the set fees and potential revenue coming to the Town for the events. Rob Lohr noted that food is the biggest value captured however takes away from the Town businesses but does bring people into Town, and added that that value may be able to be captured.

Council member Lehr made friendly amendment to the motion that all are approved as stated except for the actual fees. Council member Nave accepted the friendly amendment.

Motion: Council member Nave
Second: Council member Jimmerson
Carried: 7-0-0

Mayor
Kwasi A. Fraser

Council
Joan Lehr
John A. Nave
Patrick McConville II
Karen Jimmerson
Douglass J. McCollum
Melanie Fuller



Town Manager
Robert W. Lohr, Jr.
Assistant Town Manager
Daniel C. Davis

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TOWN OF PURCELLVILLE

IN

LOUDOUN COUNTY, VIRGINIA

ORDINANCE NO. 16-02-01

PRESENTED: FEBRUARY 23, 2016

ADOPTED: FEBRUARY 23, 2016

AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

WHEREAS, the Town Council of the Town of Purcellville, Virginia states the following as its recitals and findings:

- R1. On September 30, 2015, the Town of Purcellville received an ordinance amendment application, coded as OA15-03, requesting a text amendment to Article 6, Section 7.1 of the Zoning Ordinance for the Town of Purcellville, Virginia to increase the maximum enrollment of a "Residential Day Care" or "Home Child Care" from six to twelve in all zoning districts.
- R2. The Planning Commission held a duly-advertised public hearing concerning OA15-03 on November 19, 2015 and then requested that Town staff prepare alternative regulations fulfilling the intent of OA15-03 while including additional standards.
- R3. The Planning Commission reviewed the alternative regulations at its December 3, 2015 meeting and directed staff to incorporate specific changes.
- R4. The Planning Commission held a duly-advertised public hearing concerning

AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

the alternative regulations on January 7, 2016.

- R5. The Planning Commission voted at its regular meeting on January 7, 2016 to recommend approval of the alternative regulations.
- R6. The Town Council conducted a duly-advertised public hearing concerning the alternative regulations on February 9, 2016.
- R7. The Purcellville Town Council finds that the Zoning Ordinance text amendments set forth in this Ordinance are required to serve the public necessity, convenience, and general welfare, and constitute good zoning practice because the amendments:
 - a. Fulfill the basic intent of OA15-03 while ensuring any future Residential Child Care is harmonious with its surroundings;
 - b. Are partially to generally supported by the *Financial Planning for the Future, 2025 Economic Development Guiding Principles and 2025 Land Use Policies* sections of the Purcellville, Virginia 2025 Comprehensive Plan; and
 - c. Are generally supported by the purpose statements of the R-2, R-3, R-8 and R-15 Zoning Districts where a Residential Child Care is most likely to be located.

NOW THEREFORE, the Council of the Town of Purcellville, Virginia hereby ordains:

SECTION I. That the following Articles and Sections of the Zoning Ordinance for the Town of Purcellville, Virginia are hereby amended to add all underlined text and to remove all strikethrough text as follows:

ARTICLE 4. - DISTRICT REGULATIONS

Section 1. - Use Regulations.

1.1 Use table.

.....

| Use | R2 | R3 | R3A | R8 | R15 | C1 | MC | C4 | CM1 | M1 | PDH | X | IP | AC | RT | Use Standard |
|-------------------------|-------------|-------------|-------------|-------------|-------------|----|-------------|-------------|-----|----|---------------|-------------|----|-------------|-------------|------------------------|
| | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | |
| Child care, residential | <u>P/SE</u> | <u>P/SE</u> | <u>P/SE</u> | <u>P/SE</u> | <u>P/SE</u> | | <u>P/SE</u> | <u>P/SE</u> | | | <u>PPU/SE</u> | <u>P/SE</u> | | <u>P/SE</u> | <u>P/SE</u> | Art. 4, Sec. 1.2.27 |

AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

1.2 Use standards.

.....

27. *Child care, residential*

a. General standards.

- i. Applicability. Pursuant to the Code of Virginia, a residential child care serving one through five children, exclusive of the provider's own children and any children who reside in the home, is exempt from the following regulations and is a permitted use in a residential dwelling. Any other residential child care requires a special exception to be granted by the Board of Zoning Appeals in accordance with Article 9: Board of Zoning Appeals. All such uses shall be subject to applicable state regulations specifically Code of Virginia, § 63.2-1701 *et seq.*
- ii. Application Submission Requirements. In addition to any application requirements for a special exception set forth in Article 9: Board of Zoning Appeals, a complete application for approval of a residential child care shall include the following: All applications to establish a residential child care use shall be accompanied by two (2) copies of a plan drawn to scale containing the following information:
 1. A completed special exception application form. The dimensions, boundary lines and area of the lot or parcel.
 2. A diagram drawn to a legible scale depicting: the boundary lines and dimensions of the lot, area of the lot, required yards, location and dimensions of any existing or proposed building or addition, the distance from all boundary lines to any existing or proposed building or addition, pathway to door of facility, child drop off and pick up locations, location of any permanent in-ground play equipment, location and area of any required on-site outdoor play area, location and area of any off-site park or playground, and location and height of any required fence. This diagram is not required to be certified by a registered engineer or surveyor. The location, dimensions and height of any building, structure or addition, whether existing or proposed.
 3. If the proposed location of a residential child care is subject to a declaration of covenants, conditions, and restrictions for a homeowners association (HOA), then the residential child care provider shall provide the Town with certified documentation from the HOA stating whether or not the use is allowable under applicable HOA covenants, conditions, and restrictions. HOA documentation shall only be considered certified if printed on HOA letterhead or signed by an officer or employee of the HOA and notarized. The

AN ORDINANCE:

AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

~~distance from all property lines to the existing or proposed building, structure or addition, shown to the nearest foot.~~

4. If a residential child care proposes to utilize a parking space, park, playground, or any other facility owned by a HOA to meet any requirement of this ordinance, the applicant shall provide the Town with certified documentation from the HOA stating that the residential child care is authorized to use such facility. HOA documentation shall only be considered certified if printed on HOA letterhead or signed by an officer or employee of the HOA and notarized. The dimensions and size of all outdoor recreation space and the location of such space in relation to all lot lines.
- iii. Public Notice Requirements. Prior to the issuance of a special exception for a residential child care, the applicant shall fulfill the notice requirements of Article 9: Board of Zoning Appeals and Article 11, Section 16: Public Notices. In addition, the applicant must send written notice of the application to the last known address of the owner of each adjacent property as shown on the current real estate tax assessment records of Loudoun County. If the proposed location of the residential child care is a member of a HOA, the applicant must also send written notice to such HOA. Any written notice shall be sent by certified or registered mail and must include the following information:
 1. A statement that an application for a residential child care has been submitted to the Town;
 2. The address of the property subject to the application for the residential child care; and
 3. A statement informing the recipient that if they have any objection to the proposed residential child care that they can send a written objection, which shall include the specific issues that are the basis for their objection, to the Zoning Administrator who will transmit the written objection to the Board of Zoning Appeals. The address of the Zoning Administrator shall also be included in the notice letter.
- iv. A residential child care shall comply with any and all applicable requirements of the Code of Virginia including, but not limited to, obtaining a State Family Day Home License.
- v. A residential child care shall comply with any and all Town regulations, including, but not limited to, obtaining a Certificate of Occupancy and maintenance of a Town Business License.
- vi. A residential child care shall comply with any and all requirements of the County and State Building Codes.
- vii. A residential child care location shall be the principal residence of the residential child care provider.

AN ORDINANCE:

AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

- viii. A residential child care shall only be located within a single-family detached, duplex, or single-family attached dwelling.
- ix. The hours of operation for a residential child care shall be limited to five days a week between the hours of 6:00 AM and 7:00 PM.
- x. Two non-resident assistants/employees shall be permitted.
- xi. The applicant shall demonstrate availability of sufficient employee parking on-site or along the street. Alternatively, the applicant may utilize any available HOA community parking spaces for employee parking if the HOA provides certified documentation that the applicant is authorized to use such spaces.
- xii. Child drop off and pick up locations shall be designated to enhance the safety of children as they arrive and depart. A designated arrival and departure zone shall be located adjacent to the residential child care in such a manner that children do not have to cross a street to enter or exit the facility.
- xiii. A residential child care shall stagger pick up and drop off times such that there are never more than two vehicles picking up or dropping off at one time.
- xiv. There must be a continuous hard-surface pathway/sidewalk connecting the drop-off and pick-up locations to the entrance of the residential child care. The pathway shall be kept free of any snow or ice.
- xv. Seventy-five (75) square feet of outdoor play area must be provided on-site per child except as follows: No outdoor play area shall be required on-site when the applicant can demonstrate the residential child care is located within 1,000 feet of an existing park or playground that is at least twice the area otherwise required for the residential child care. The park or playground must be public or owned by the HOA to which the residence belongs and must be accessed without crossing an arterial or collector road. The applicant may only utilize a park or playground owned by the HOA if the HOA provides certified documentation that the applicant is authorized to use such space. The park or playground must be shown to scale on the diagram submitted at the time of application.
- xvi. Any outdoor play area must be enclosed by a fence with a minimum height of four feet.
- xvii. No play equipment shall be located within any required front yard or within five feet of any side or rear lot line.
- xviii. There shall be no change in the outside appearance of the dwelling or lot housing the residential child care nor other visible evidence of the conduct of a residential child care other than what may be required by the State Family Day Home License.

AN ORDINANCE: AMENDING ZONING ORDINANCE ARTICLE 4, SECTION 1 AND ARTICLE 15, SECTION 2 TO INCREASE THE MAXIMUM ENROLLMENT OF A RESIDENTIAL CHILD CARE AND ADD STANDARDS FOR THE USE.

b. Reserved.

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ARTICLE 15. - DEFINITIONS

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Section 2. - Definitions.

.....

Child care, residential. A program conducted within a residential dwelling which offers care, protection, supervision, and/or education to less than ~~six~~ 13 children under the age of 13, ~~exclusive of the provider's own children and any children who reside in the home, at a time~~ during any 24-hour period, and then only for part of any 24 hour day, for compensation or otherwise.

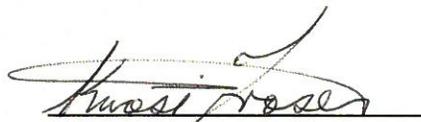
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SECTION II. That all prior ordinances in conflict herewith are hereby repealed.

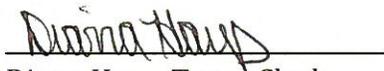
SECTION III. That if a court of competent jurisdiction declares any provision of this Ordinance invalid, the decision shall not affect the validity of the Ordinance as a whole or any remaining provisions of the Purcellville Zoning Ordinance.

SECTION IV. That this ordinance shall be effective upon its adoption.

PASSED THIS 23RD DAY OF FEBRUARY, 2016.


Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:


Diana Hays, Town Clerk

Jimmerson - Aye
McConville - Aye
Lehr - Aye
McCollum - Aye
Fuller - Aye
Nave - Aye
Mayor - Aye

Vice Mayor McConville requested that Council be reminded of this for budget preparation.

e. Request from Lovettsville – Support of Local Bus Route

Danny Davis summarized the staff report and noted the March 1, 2016 deadline for comments to the County.

Council member Lehr made a motion that the Town Council approve Resolution 16-02-04, supporting the Town of Lovettsville’s request for Loudoun County to implement local bus service between Purcellville, Lovettsville, and the MARC Station in Brunswick, Maryland. The motion was seconded by Council member McCollum.

Motion: Council member Lehr
Second: Council member McCollum
Carried: 7-0-0

McCollum - Aye
Fuller - Aye
Nave - Aye
Lehr - Aye
McConville - Aye
Jimmerson - Aye
Mayor - Aye

DISCUSSION OF ITEMS PROPOSED FOR FUTURE PRESENTATIONS:

- a. None

APPROVAL OF MINUTES:

- a. February 2, 2016 Town Council Special Meeting
b. February 9, 2016 Town Council Meeting
c. February 16, 2016 Town Council Special Meeting

Council member McCollum made a motion that Town Council approve the minutes of the Town Council Special Meeting on February 2, 2016, the Town Council Meeting on February 9, 2016 and the Town Council Special Meeting on February 16, 2016 wave reading. The motion was seconded by Council member Lehr and passed unanimously.

ADJOURNMENT:

Vice Mayor McConville a motion to adjourn the meeting at 9:31 p.m. The motion was seconded by Council member McCollum and passed unanimously.

Kwasi A. Fraser, Mayor

Diana Hays, Clerk of Council

Mayor
Kwasi A. Fraser

Council
Joan Lehr
John A. Nave
Patrick McConville II
Karen Jimmerson
Douglass J. McCollum
Melanie Fuller



Town Manager
Robert W. Lohr, Jr.
Assistant Town Manager
Daniel C. Davis

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www.purcellvilleva.gov

**TOWN OF PURCELLVILLE
IN
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION NO. 16-02-04

**PRESENTED:
ADOPTED:**

**FEBRUARY 23, 2016
FEBRUARY 23, 2016**

A RESOLUTION: TO SUPPORT LOCAL BUS SERVICE BETWEEN PURCELLVILLE, LOVETTSVILLE, AND BRUNSWICK, MD

WHEREAS, Loudoun County is soliciting suggestions for new Loudoun Connector Bus Routes to implement in future years; and

WHEREAS, the Loudoun County Countywide Transportation Plan expressly calls for transportation improvements to serve Loudoun's towns and for service linking Loudoun's towns' residents to commuter options; and

WHEREAS, the Town of Purcellville has been requested by the Town of Lovettsville to endorse a resolution passed by its Town Council supporting a route between Purcellville, Lovettsville, and the commuter MARC Train Station in Brunswick, MD; and

WHEREAS, such a bus route would provide mutual benefit to the Towns of Purcellville and Lovettsville with access to amenities and services, and such route may also serve to relieve traffic along Route 7 by helping provide additional commuting options.

NOW THEREFORE, the Town hereby endorses the suggestion of a new Loudoun Connector Bus route round trip from Purcellville through Lovettsville to the MARC Train Station in Brunswick, Maryland, and requests Loudoun County develop such a route in future bus plans.

PASSED THIS 23rd DAY OF FEBRUARY, 2016.


Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:


Diana Hays, Town Clerk

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STAFF REPORT
ACTION

Item #15

SUBJECT: Closed Meeting

DATE OF MEETING: March 8, 2016

STAFF CONTACTS: Diana Hays, Town Clerk/Project Manager

SUMMARY and RECOMMENDATIONS:

Attached are the motions and resolution pertaining to the closed meeting.

ATTACHMENT(S):

1. Closed Meeting Motions
2. Resolution 16-03-01

MOTION TO RECESS THE REGULAR MEETING AND CONVENE A CLOSED MEETING

“As authorized under Section 2.2-3711(A)(7) of the Code of Virginia, I move that the Purcellville Town Council convene in a closed meeting to consult with legal counsel employed or retained by the public body concerning the following specific legal matters that require legal advice:

- (i) Mary Ellen Stover’s appeal of the BZA’s Vineyard Square decision to the circuit court.

The following individuals are requested to attend the closed meeting:

- 1) All Town Council members
- 2) Sharon Pandak, Greenhan, Taves, Pandak & Stoner

And;

As authorized under Section 2.2-3711(A)(7) of the Code of Virginia, I move that the Purcellville Town Council convene in a closed meeting to: (i) consult with legal counsel employed or retained by the public body and to receive briefings from staff about actual or probable litigation concerning the Heating, Ventilation, and Air Conditioning system in Town Hall, because such consultation and briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body, and (ii) consult with legal counsel employed by the public body concerning the procurement of necessary repairs to the Town’s Heating, Ventilation, and Air Conditioning system, which requires the provision of legal advice.

The following individuals are requested to attend the closed meeting:

- 1) All Town Council members
 - 2) Robert W. Lohr, Jr., Town Manager
 - 3) Danny Davis, Assistant Town Manager
 - 4) Sally Hankins, Town Attorney
 - 5) Jeff Gilmore, Akerman LLP (via conference call)
 - 6) Alex Vanegas, Director of Public Works”
-

MOTION BY TOWN COUNCIL TO ADJOURN THE CLOSED MEETING AND RECONVENE THE OPEN MEETING

“I move that the Town Council reconvene in an open meeting and that the minutes reflect no formal action was taken in the closed meeting.”

MOTION THAT THE RESOLUTION CERTIFYING THE CLOSED MEETING BE ADOPTED AND REFLECTED IN THE MINUTES OF THE PUBLIC MEETING

“I move that the Purcellville Town Council adopt Resolution 16-03-01 certifying the closed meeting of March 8, 2016.”

Mayor
Kwasi A. Fraser

Council
Joan Lehr
John A. Nave
Patrick McConville II
Karen Jimmerson
Douglass J. McCollum
Melanie Fuller



Town Manager
Robert W. Lohr, Jr.
Assistant Town Manager
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**TOWN OF PURCELLVILLE
TOWN COUNCIL**

RESOLUTION NO. 16-03-01

**PRESENTED: MARCH 8, 2016
ADOPTED: _____**

**A RESOLUTION: CERTIFYING THE CLOSED MEETING ON
MARCH 8, 2016**

WHEREAS, the Town Council of the Town of Purcellville, Virginia, has this day convened a closed meeting in accordance with an affirmative recorded vote of the Purcellville Town Council and in accordance with the Virginia Freedom of Information Act.

NOW, THEREFORE, BE IT RESOLVED that the Purcellville Town Council does hereby certify that to the best of each member's knowledge, i.) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the closed meeting to which this certification applies; and ii.) only such public business matters as were identified in the motion by which the said closed meeting was convened were heard, discussed or considered by the Purcellville Town Council.

PASSED THIS _____ DAY OF _____, 2016.

Kwasi A. Fraser, Mayor
Town of Purcellville

ATTEST:

Diana Hays, Town Clerk