

**MINUTES**  
**PURCELLVILLE TOWN COUNCIL MEETING WORK SESSION**  
**TUESDAY, JANUARY 24, 2023, 6:00 PM**  
**TOWN HALL COUNCIL CHAMBERS**

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Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/206339>

**COUNCIL MEMBERS PRESENT:** Mayor Stanley Milan, Mary Jane Williams, Carol Luke, Ron Rise, Vice Mayor Christopher Bertaut, Boo Bennett, Erin Rayner

**STAFF PRESENT:** Town Manager David Mekarski, Town Attorney Sally Hankins, Director of Administration Hooper McCann, Director of Engineering, Planning Development Dale Lehnig, Director of Public Works Jason Didawick, Director of Finance Elizabeth Krens, Accounting Manager Paula Hicks, Financial Analyst Linda Jackson Police Department Deputy Chief David Dailey, Director of IT Shannon Bohince (arrival 8:30pm), Town Clerk/Executive Assistant Diana Hays, Deputy Town Clerk Kimberly Bandy

**CALL TO ORDER:**

Mayor Milan called the meeting to order at 6:00 PM. The Pledge of Allegiance followed.

**CONSENT AGENDA:**

**a. Approval of Meeting Minutes - January 10, 2023**

Council member Williams moved that the Town Council approve the Consent Agenda 5a. as presented in the January 24, 2023 Town Council Meeting Work Session agenda packet with the additions from Council member Bennett.

**(Carried: 7-0, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Aye, Luke: Aye, Williams: Aye; Milan: Aye)**

**CITIZEN COMMENTS:**

Mark Broshkevitch, 17177 Pickwick Drive, commented to be strongly in favour of 7/690 Interchange Project.

Caitlin Serotkin, 841 Pencoast Drive, commented to be in favour of Fields Farm Park Project, second access for school campus, and 7/690 Interchange Project.

Dan Carvill, 224 Apsley Terrace, thanked Town Council with bettering the safety of Mayfair Crown Drive and there is small noncompliance with the striping of the road, rather not see High school traffic on Mayfair Crown Drive, but still need emergency access for Mayfair neighbourhood, and believes that the Route 7/690 Interchange Project is needed to help the town.

Council member Rayner read emails from the following citizens: Beverly MacDonald commented on how to fund CIP needs and financially wise to use Nutrient Credits towards current CIP debt, Ashley Pantelakis, 825 Pencoast Drive, commented with the County changes to the Fields Farm Project showed concern regarding lighting, impact of noise and lights off by 9:00PM, planned access road for Emergency vehicles is needed for the school campus.

Christine Green, Mayfair resident, commented on the Planning Commission decision on the revised Fields Farm Project and hopes Town Council will turn down this project, but the secondary exit to Woodgrove High School and Mountain View Elementary via 690 and should not be delayed. *(On file at the Clerk's office)*

**MAYOR AND COUNCIL COMMENTS**

Council member Rayner shared comment on the scheduled special meeting for Friday, January 27, 2023 @ 5:00PM and questioned why not include a closed session this evening instead.

Council member Williams shared that she would not be available for Friday night because of the scheduled Cabin Film Festival. Council member Luke shared comment to have hopes in that the town business be handled in an effective manner. Council member Rise agreed with Council member Luke. Vice Mayor Bertaut shared comment of looking forward to tonight's discussions and noted he and the Mayor attended VML Conference in Richmond last week and discussed many town projects. He is in favour of paying down debt with Nutrient Credit to offset rate increases. On the Fields Farm Park item, it is not said enough that the town has an interest and through processes of the Planning Commission alignment with Comp Plan, evaluating information from surveys, emails received, and citizen comments the decisions are based. Council member Bennett had no comment. Mayor commented on an outburst at the last Town Council meeting and looking for an apology from a Council member, stated that the Council members should raise their hand to comment, and avoid arguing amongst Council members. Regarding citizen comments this evening on traffic, Mayor shared that the citizens should refer to and focus on 7/287. He confirmed with the Clerk that for a special meeting on Friday there needed to be a 3 day lead advertised and he would be open to a time change, and he would contact each Council member prior to the special meeting and explain the item on the agenda.

**ACTION ITEM(S):**

**a. Direction from Town Council on Filling the Vacancy of the Zoning Administrator Duties**

David Mekarski, Town Manager, gave the report. Dale Lehnig, Director of Engineering, Planning & Development, answered questions on each project currently listed in need of signature by a Zoning Administrator. Sally Hankins, Town Attorney, shared to make note that there are timelines associated with projects in need of this signature. Mayor Milan determined there were no projects that were critical.

Council member Rayner moved that the Town Council appoint Town Manager David Mekarski to serve as Interim Zoning Administrator until such time Town Council appoints a new Zoning Administrator. (**Failed 2-5**, Rayner: Aye, Bennett: Nay, Bertaut: Nay, Rise: Nay, Luke: Nay, Williams: Aye; Milan: Nay)

Mayor shared that there needed to be a notice sent out in search of a Zoning Administrator.

**b. Use of Nutrient Credits**

David Mekarski, Town Manager, gave the report. He shared that the Finance Department was requested to analyze options of using the Nutrient Credit Revenue to spread across expected debt service using a Capital Reserve Fund approach. Finance staff shared scenarios using the dollars for Capital Reserve approach of applying a first year lump sum of the \$923,000 or spreading across 2, 3, 4, or 5 fiscal years to possibly lower, reduce, or eliminate water and wastewater rates. The analysis confirmed that even with any of those scenarios, it still wouldn't necessitate the Town Council to consider rate increases for the upcoming fiscal year. Excerpts from past presentations from town consultants by using the Stantec Utility Rate Model showed that in order to ensure that the town avoid a huge spike of water or sewer rates, rate increases would need to begin in FY24.

Elizabeth Krens, Director of Finance, shared that there are two options before Council on how to use the Nutrient Credits dollars 1) Use for Water Projects or 2) Set up a Capital Reserve Fund. Mayor requested to hear from Jason Didawick, Director of Public Works, on suggestions from the water team to the Council. Mayor Milan mentioned the interest (~\$10,000) from the ARAP funds and if those funds could be used towards some of the Water CIP presented. Ms. Krens confirmed that Nutrient Credit dollars are spread into different accounts.

Mr. Didawick gave a presentation regarding funding the following water projects. These projects could begin once the dredging and valve intake are completed and the funding assigned. *(Presentation on file at the Clerk's office)*

- Upgrade Emergency Generator at Nature Park
- J.T. Hirst Reservoir Replace Corroded Culvert
- Replace Dechlorination Building at WTP
- F Street Water Main Replacement

Mayor Milan noted that allocated money approved by previous Council, prior to the existence of ARPA money, was designated in the amount of \$3.5 million to address the Reservoir issues. Ms. Lehnig shared that the \$3.5 million would have remained in reserves. Mayor Milan shared the funds for these projects should be taken out of this amount. Ms. Krens explained that further research needed to be done to be sure the realignment was done appropriately of when the USDA Loan approach was discussed and was not executed, had changed to ARPA Funding. Paul Hicks, Accounting Manager, commented, "I believe we weren't given direction to take the money out of Reserves somewhere before we did an actual Budget Amendment to take the Reserves, we got the ARPA money, so we never actually moved forward with taking it out of Reserves.", "So, you would have to do a new budget amendment for a new project." Mayor agreed to provide a budget amendment from the Reserves to apply to these projects. Ms. Krens would want to verify the funds available from Reserves, with fiscal policy limits and need for liquidity to manage the funds for debt service; day to day bills, payroll, and then go forward.

Ms. Krens and Ms. Hicks demonstrated scenarios with more information on the Capital Reserve Fund idea as a model on the Water and Wastewater Combined Debt and also Wastewater Fund separated out and the impact on debt service to apply this one time monies of Nutrient Credits keeping in mind the interest gained. Mayor Milan confirmed that future debt would not be an issue if we take care of the current debt, which then means we have more money available to take care of that future debt, and that's what he would like to see. He confirmed with Ms. Krens that fiscal policy could be changed by Council, a discussion of maintaining reserve levels along with other factors to keep bond rating in place, and the goal of trying to have a less stressful rate increase in the future. Vice Mayor Bertaut referred to the staff report in the agenda packet, by applying this money as partial payment on the increased debt service payments that are due in a year and a half would lead to less stressful rate increases to be moderated and less great shocks to lead to a valuable goal. He shared there is a need to obtain additional sources of revenue to try and meet this goal.

Mayor Milan took a straw vote on who amongst Council wants the allocation to be for a 3 year period frontloaded. (Carried 7-0) All in favor.

Council member Williams moved that the Town Council direct staff to transfer the total nutrient credit revenues plus accrued interest from the Water Fund to the Wastewater fund in order to establish a "Capital Reserve Fund" to offset the increase in annual Wastewater debt service for 3 years from FY25 to FY 27.

A friendly suggestion was made by Ms. Krens to request the dollar amounts be included in the motion.

Council member Williams continued the motion with the following detail included "in the amounts of \$500,000 in FY2025, \$300,000 FY 2026, and for FY 2027 the remaining principal and accrued interest. (Carried: 7-0, Rayner: Aye, Bennett: Aye, Bertaut: Aye, Rise: Aye, Luke: Aye, Williams: Aye; Milan: Aye)

**DISCUSSION/INFORMATIONAL ITEM(S):**

**a. Town Council Special Election Update**

Council started with a discussion and each Council member shared a statement. Council member Rayner and Council member Williams supports the law as it is stated by Virginia Code Charter and is in favor of holding the special election in November 2023. Council member Bennett and Council member Luke would like to seek other interpretations/opinions of the law. Council member Rise abstained from the conversation. Vice Mayor Bertaut prepared a motion based on the Virginia Municipal League (VML) interpretation of the law. Mayor Milan is in disagreement to hold a special election based upon VML lawyer guidance and with taking that advice to draft a letter to Circuit Court Judge and share that Council has already appointed a Council member until 2024 which is within the law and allow the Circuit Court take their action.

Council member Rayner requested to go into Closed Session to consult with the Town Attorney. Diana Hays, Town Clerk, forward the proper motion to Council member Rayner.

Council member Rayner moved, as authorized under Section 2.2.-3711(A)(8) of the Code of Virginia, that Town Council convene in a closed meeting for consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Specifically, Council will receive legal advice concerning a special election to fill the vacancy left by Mayor Stan Milan and currently held by Council member Rise. The following are requested to attend the closed meeting:

All Town Council members  
David Mekarski  
Sally Hankins, Town Attorney

**(Failed: 2-4-1 abstain, Rayner: Aye, Bennett: Nay, Bertaut: Nay, Rise: Abstain, Luke: Nay, Williams: Aye; Milan: Nay)**  
Motion Failed.

Vice Mayor Bertaut moved that Town Council direct the following text be entered into a letter for delivery to the Loudon County Circuit Court by certified mail that would be sent out by Friday this week. "Please be advised that on January 10th, 2023, the Purcellville Town Council voted to fill the Town Council seat vacated by Stanley J. Milan on January 1, 2023, with a qualified candidate, Ronald B. Rise, Jr."

Council member Williams requested a friendly amendment to add "that the Town Council had decided, or there was a vote, that there would be no special election."

Friendly amendment was not accepted. Ms. Hankins clarified this with Mayor Milan.

Mayor Milan further stated the motion stands as a letter to the Circuit Court of Loudoun County notifying them that we (Town Council) have appointed Ron B. Rise, Jr. to the vacant position of Town Council with a term expiring in November 2024. Ms. Hankins clarified it be December 31st, 2024.

Mayor Milan further stated that is within our right to do this based on to the advice we received from the VML Attorney.

**(Carried 4-2-1 abstain, Rayner: Nay, Bennett: Aye, Bertaut: Aye, Rise: Abstain, Luke: Aye, Williams: Nay; Milan: Aye)**

Ms. Hankins confirmed that the requested letter would be completed.

David Mekarski requested that the County's presentation be introduced prior to staff item of CIP Prioritization and Funding. Mayor Milan granted the request.

**b. Town Council Deliberations on Planning Commission's Analysis of the Field's Farm Park Project (Item changed from 9c-9b) (Presentation on file at the Clerk's office)**

David Mekarski gave the introduction of the County representatives; Nancy Boyd, Director of Department of Transportation and Capital Improvements (DTCI), Mark Hoffman, Design Program Manager for DTCI, Jeremy Payne, Deputy Director of Parks and Recreation Department, and Mark Novak, Chief Park Planner. Mark Hoffman, Design Program Manager for DTCI gave the presentation.

Vice Mayor Bertaut asked to include in minutes the documents that were distributed at this meeting containing edits approved by Vice Chair Commissioner Neham to the Planning Commission's Recommendations for Council Consideration.

Nancy Boyd asked if Council would like to go over the additional considerations from Planning Commission and she would be providing a written response at a later date. She also added that the recent considerations from the Planning Commission at this time would not be agreed upon by the County.

Mayor Milan conducted a straw vote on hearing the stopping points from the County on the Planning Commission recommendations. Council member Rayner would like to go through issues tonight as an overview, Council member Williams would like a written letter from County, Council member Luke would enjoy hearing this evening, Council member Rise would like to hear this evening, Council member Bennett would like to have written response, Vice Mayor Bertaut would agree to hearing this evening of the stopping points only of the project, and Mayor Milan would like to hear stopping points. The straw vote was in favor to hear an overview and then a follow up from the County with a written response.

Without providing a detail analysis and not covering all discrepancies, the County shared these references as stopping points. Mr. Hoffman verbally provided the following:

- 1) Reduce one additional field would not be agreed upon which was proposed from the amended plan with already a field reduction from November 30<sup>th</sup>
- 2) Condition 6 - Dry conduit reserve for future cable to be installed. This does not pertain to this project.
- 3) Condition 7 - Accommodation for pedestrian lighting has to be rewritten (how the condition is written with specific types of lighting utilized)
- 4) Condition 8 – Term "Environmental assessment" needs to be rewritten because of NEPA as possibly "an investigation"
- 5) Condition 9 - Athletic lighting fields for only certain fields is problematic
- 6) Reduction of 20 feet for the height of lighting would not be acceptable
- 7) Condition 12- Traffic study referred to in 2021 has to be totally reworked. This study was under the connection to Mayfair Crown Drive to Fields Farm Project and therefore no commitment would be made to include a traffic light, only if warranted by a new updated study

Sally Hankins, Town Attorney, recommended and confirmed with the Mayor that the Town Council take the Planning Commission recommendations under consideration and the County provide a written report to the Town Council with their responses to these recommendations. The County will send a detailed response in a week and then this item will be included on the February 14<sup>th</sup> Town Council Meeting. The

Public Hearing for the Fields Farm Project has been agreed upon for February 21<sup>st</sup> and to go forward with advertising and then a vote would be included on the Town Council Meeting February 28<sup>th</sup>.

**c. CIP Prioritization and Funding** *(Presentation on file in the Clerk's office)*

David Mekarski gave the introduction. Elizabeth Krens, Director of Finance, gave the introduction of the presentation. Ms. Krens shared that this would be an overview of the FY24 proposed CIP budget plus the multi-year projections of infrastructure needs. The FY24 Budget is for the next fiscal year, and there is also planning for the next five years with future CIPs. The budget deliberations will begin in March and then the five year CIP will be discussed to include funding sources as well as future projects. The utilization of this plan is used for cash and debt management, plus rate recommendations, and through the models used with working with consultants and then the departments utilize this plan for project and operations management.

Mayor Milan shared that he thought he had asked for a list of the CIP projects and where they are in the completion process and what would be funded by ARPA funding and had not received the list. Mr. Mekarski shared he had included a spreadsheet on this topic in last week's Manager Report by email. Mayor Milan needed more specificity.

Ms. Krens shared that this item was planned to be delivered in November as part of the budget discussion and was deferred to this meeting to still be for preparation of the budget planning. She referred to Ms. Lehnig to continue with a high level overview of the presentation with projects pertaining to each category: Capital Improvement Program Overview, General Fund Summary, Parks and Rec Fund Summary, Water Fund Summary and Wastewater Fund Summary.

Dale Lehnig, Director of Engineering, Planning & Development, continued with the discussion and reviewed the packet with Council. Mayor Milan questioned the Outdoor Stage project specifically and thought it had been completed. Sally Hankins, Town Attorney, shared she may have dropped the ball on this project and the past questions pertaining to a Design Build Policy approach. Ms. Hankins would be bringing back a report on this policy to Town Council.

Dale Lehnig reviewed each project list with timeframes and discussed with Council. Ms. Lehnig answered questions from Council on a few of the projects and funding such as Hirst Farm pond retro fit, 12<sup>th</sup> Street water drainage and tree issues, renovations to existing Police Facility, and sidewalk improvement project.

Mayor questioned an issue at E Street and 20<sup>th</sup> Street there may be a culvert issue, in which Jason Didawick responded that he would research the drainage issue with a field assessment. Mayor also questioned if Otey Drive is planned to be on the project list. Ms. Lehnig responded that it did not meet VDOT standards and it would be very costly.

Fireman's Field maintenance agreement with the County was briefly discussed.

Mayor questioned the Tabernacle replaced floor improvement that there is a \$20,000 resurfacing of two times a year recommendation from flooring company. Ms. Lehnig stated that the need for resurfacing will be assessed every six months. Vice Mayor Bertaut shared that with basic maintenance, of only receiving \$4,000 a month/ \$48,000 year, with the \$40,000 fee this would not be an acceptable revenue level. Mr. Mekarski shared that there was an upcoming meeting being scheduled to discuss the RFP Project for the Tabernacle.

Mayor Milan asked how much longer on the debt for the Water Plant. Ms. Krens answered existing debt until 2038 and Wastewater is 2040. Mayor stated throwing a million into fixing little things now at the plant and Ms. Krens answered the future Water CIP loan is approximately \$20 million to include improvements for the antiquated building. Jason Didawick, Director of Public Works, shared this is the importance of \$100,000 needed for Preliminary Engineering Report and Assessment of Existing Water Plant which is required to receive any grants. There was a discussion to possibly use the interest gaining on the ARPA Funds as a way of quickly having the assessment completed prior to any point of failure.

Ms. Lehnig completed the overview of the list.

**a. Update on Google Contract**

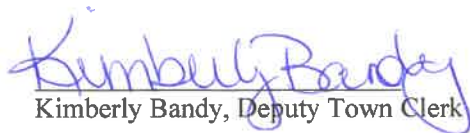
Sally Hankins, Town Attorney, gave the report. On December 1<sup>st</sup> a contract was sent to Google regarding wireless services to be provided at several locations around town. At the end of December the Town inquired on the status and had heard from them last week. Google legal review had not seen the contract and would first need to include the additional locations. From that point it would be a three week lead time to expect a response. Shannon Bohince, Director of IT, shared the following hotspot locations would be included: 21st St from the Train Station out to Main Street, Fireman's Field ball fields to Dillions Woods, the Bush Tabernacle and eastern parking lot towards 20<sup>th</sup> Street (Farmers Market area), and the Bike Park. There was also discussion of the apartments close by and this was an add-on and that the property had not been walked by Google. Mayor Milan shared there were changes being made to rental amounts for the apartment complex and he was unsure of those changes being made under the law/rule for subsidized apartments. Vice Mayor Bertaut mentioned a meeting that was being held by the Housing Coalition on Friday that the Mayor may like to attend. Council member Rayner mentioned for the record through this Google contract to be saving the town \$9,600 a year and \$10,000 being covered for the upgrade to existing systems. Mr. Bohince further explained the details of the savings for the town.

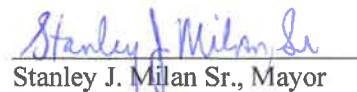
**b. Scheduled Special Meeting Friday, January 27, 2023 Time Change (Item added during meeting)**

Mayor Milan conducted a straw vote on changing the time to 3:15pm in the Heritage Room and carried (7-0).

**ADJOURNMENT:**

With no further business, Vice Mayor Bertaut made a motion to adjourn the meeting at 9:40 PM and Carried (7-0).

  
Kimberly Bandy, Deputy Town Clerk

  
Stanley J. Milan Sr., Mayor

**Planning Commission's Mitigative Conditions of Approval for the Proposed Athletic Fields**

Before Town Council takes action to approve SUP, the Planning Commission requests the Town Council act on the following:

1. The County shall provide a report detailing the methodology, data sources and analyses that demonstrate the need for and potential impacts of the recreational fields that are the subject of this SUP.
2. Public Safety. The County shall evaluate the impact of public safety services for this facility, and mitigate any impacts to Purcellville Police and Fire and Rescue and/or have public safety services fulfilled by County Police, Fire and Rescue and EMS.
3. Economic Benefits. Consider whether a revenue-sharing plan with the County can be achieved.

**SUP20-02 - Fields Farm Recreational Facilities Mitigative Conditions**

1. Plan Compliance. The Public Recreational Facilities shall be installed and maintained in substantial compliance with the plans and exhibits submitted to the Town of Purcellville and voted on by the Town Council, including the Fields Farm Recreational Facility Plan Set for Special Use Permit & Commission Permit, as revised through June 14, 2022, as well as the Alternative Concept Plan, Buffer Exhibit, and Landscape Concept Layout Plan all dated November 28, 2022, prepared by J2 Engineering, and presented by Loudoun County representatives at the Town Council meeting on November 30, 2022.
2. Board of Architectural Review (BAR) Certificate of Design Approval. Prior to the issuance of a zoning permit for the construction of the recreational fields, the County must obtain approval from the Town's BAR for all structures (including fencing, benches, light posts, pavilions, sheds, signage and appurtenant structures) associated with the public recreational facility. Once approved and installed, the structures shall remain compliant with the Certificate of Design Approval at all times.
  - a. Number of Recreational Fields. The new recreational fields to be added shall be limited to the following:
    - Baseball fields: 2+1
    - Soccer/lacrosse field 1
    - Pickle ball courts: 2
    - Playground: 1These recreational fields shall be located as far as possible from the Mayfair residential subdivision.
3. Athletic Field Parking Areas. The County shall post signs at each parking area that supports a recreational facility, prohibiting overnight parking. The applicant shall be responsible for enforcing and remediating any violation to this condition of approval. In addition, the County



shall routinely monitor the parking areas to ensure there are no other types of on-site storage, loitering, or unintended use.

4. Landscaping of Parking Areas. Each parking area that supports a recreational facility must include a landscaping screen around the perimeter and landscape islands within the parking area, as a means to soften their appearance, cool the pavement, and reduce the visual dominance of automobiles. This landscaping must include plants native to the area, as well as plants that benefit pollinators and other desirable wildlife. The applicant shall maintain the landscaping in healthy condition.

5. Trash Receptacles. Decorative, weather resistant trash receptacles shall be installed throughout the athletic field complex, including at pedestrian access points within the parking areas servicing the facilities. Dog waste bag dispensers and receptacles shall also be installed at appropriate locations. All trash receptacles shall be submitted with other appurtenant structures for BAR review. The County will be responsible for timely collection of trash and maintenance of the receptacles.

6. Dry Utilities/Broadband Connectivity. All dry utilities must be located underground. Further, a conduit reserved for a future fiber optics cable shall be installed under Fields Farm Park Road right of way from its intersection at Rt. 690, to its terminus at the high school access road.

7. Pedestrian Paths. Bollard pathway lighting, or similar lighting, must be provided along all pedestrian paths and trails, in order to be visible and well-lit, while at the same time minimizing undesired light intrusion/pollution. In addition, all pedestrian paths of travel shown on the applicant's site plan for the public recreational facility shall be made clearly visible through the use of one or more of the following delineation methods: (1) A change in paving material, texture, pattern or color; (2) A change in paving height; (3) Decorative bollards; and (4) A raised median walkway buffered by landscaping. These project details shall be illustrated to the satisfaction of the Town on the applicant's final site plan, prior to the issuance of a zoning permit for the facility.

8. Environmental Assessment. Prior to final site plan approval, the County shall complete an Environmental Assessment of all areas beyond the area covered by the NEPA Study, which was completed for the commuter parking lot. This condition should include identification of any Northern Long-Eared (endangered species), Little Brown and Tri-Colored bat habitats within the site. The County shall preserve healthy, mature trees to the maximum extent possible.

9. Updated Photometric Plan & Lighting for Athletic Fields. ~~The Planning Commission's recommendation is that there shall be no lighting of the recreational fields. If the Town Council chooses to have lighting, then the Planning Commission's recommendations are:~~

- ~~• There shall be no lighting of the two existing soccer/lacrosse fields.~~
- ~~• There shall be no lighting of the (easternmost) to the Mayfair residential subdivision.~~
- ~~• The pickle ball fields shall not be lighted.~~
- ~~• The westernmost field could be lighted.~~

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- Each of the recreational fields shall be illuminated only for events scheduled and authorized by the Loudoun County Department of Parks, Recreation and Community Services.
- Prior to final site plan approval, the County shall update its photometric plan for all lighted recreational fields.
- The County shall ensure that: (a) lights at all baseball fields are extinguished no later than 9:15 PM, and (b) lights at the soccer fields are extinguished no later than the later of: 9:15 PM, or the conclusion of a scheduled game that remains ongoing at 9:15 PM and began no later than 7:30 PM.
- The light fixtures illuminating the recreational fields shall not exceed 60 feet in height from the average finished grade as measured at the base of each fixture, and, when illuminated, the lighting shall be downward directed and dark sky compliant, and comply at all times with the County's photometric plan.
- These details shall be illustrated on the applicant's final site plan prior to the issuance of a zoning permit for the project.

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The Planning Commission recommends that there shall be no lighting of the recreational fields. If the Town Council goes against the Planning Commission recommendation and chooses to light the fields, the Planning Commission recommends:

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- That only the western-most soccer/lacrosse field be lighted
- That the baseball fields near the industrial park may be lighted
- That all of these recreational fields shall be illuminated only for events scheduled and authorized by the Loudoun County Department of Parks, Recreation and Community Services.
- That prior to final site plan approval, the County shall update its photometric plan for any and all lighted recreational fields.
- That the County shall ensure that: (a) lights at all baseball fields are extinguished no later than 9 pm, and (b) lights at the soccer fields and pickle ball courts are extinguished no later than 9pm, and (c) assuming field lighting is used for field parking, lights will be allowed to remain on until 9:15pm to allow for spectators and players to exit the parking lots. If lighting for parking areas is independent of the field lighting, then the field lighting will be extinguished by 9pm.
- That the light fixtures illuminating the recreational fields shall not exceed 60 feet in height from the average finished grade as measured at the base of each fixture, and, when illuminated, the lighting shall be downward directed and dark sky compliant, and comply at all times with the County's photometric plan.

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10. Lighting for Athletic Fields Parking Lots. The light fixtures for the parking areas serving the athletic fields shall not exceed 20 feet in height from the average finished grade as measured at the base of each light fixture. In addition, all parking lot light fixtures shall be designed to be downward directed and dark sky compliant, and away from all adjacent property lines. These details shall be illustrated on the applicant's final site plan prior to the issuance of a zoning permit for the project.

11. Updated Traffic Study. As the plan no longer includes the extension of Mayfair Crown Drive, prior to the issuance of a zoning permit for the construction of the recreational fields the County shall complete a revised Traffic Analysis to identify primary, secondary and tertiary impacts to the Town's transportation system and to demonstrate road sufficiency; i.e., that the current level of service will not be reduced and a base local level of service will be maintained.

12. Transportation Improvements. Prior to the issuance of a zoning permit for the construction of the recreational fields, Loudoun County shall mitigate the demonstrated decreased level of service at the intersection of North 21st Street/Hillsboro Road and Hirst Road (as identified in the Traffic Impact Study prepared by Gorove Slade dated February 12, 2021), by signaling this intersection and installing a dedicated left turn lane on southbound Route 690 at this intersection.

13. New Water and Sewer Agreement. The SUP approval is conditioned upon the Town having adequate water and sewer capacity to accommodate the Public Recreational Facilities use. The applicant shall submit as part of its site plan application the estimated water usages by the recreational complex, for review by the Town. The estimated water usages will be used for water and sewer modeling to be performed by the Town, to determine if sufficient capacity and infrastructure exists to serve the proposed uses. Prior to final site plan approval, the Town and County must have reached agreement relative to water and sewer use and infrastructure, as documented in a Water and Sewer Agreement that is approved by the Town Council and thereafter executed by both parties. Any water or sewer improvements necessary to serve the Public Recreational Facilities shall be installed by Loudoun County at its sole expense, and must be installed prior to issuance of a zoning permit for the construction of the recreational fields.

14. Athletic Field Surfaces. Of the four fields approved under the SUP, three shall be maintained with natural grass turf, and one shall be permitted to have an artificial turf surface.

15. Sound Amplification. No sound amplification is permitted with use of the public recreational facility.

b. Playing Times. The playing times for athletic fields scheduled games and practices shall be limited according to the County's standard schedules. {← we need this!} When not in use for scheduled games and practices, the athletic fields shall be accessible to the public.

16. Installation and Maintenance of Landscape Buffer. The applicant shall install and maintain, in healthy condition, a landscaped buffer between the recreational fields and the adjoining Mayfair residential subdivision. The buffer shall be consistent with the Landscape Concept Layout dated 11/28/2022, and presented at the Town Council meeting on November 30, 2022. Any tree installed shall be a minimum of three-inches in diameter at breast height.

17. Construction of Road, Parking Lot and Recreational Facilities. Construction shall be limited to the hours of 7:00 AM to 8:00 PM Monday through Saturday. There shall be no on-site construction on Sundays or on Federal holidays. Prior to the issuance of a zoning permit for the construction of the recreational fields, the County shall provide a construction schedule complete with milestones.

18. Storm Water Management Ponds. Prior to the issuance of a zoning permit for the construction of the recreational fields, any associated storm water management pond that is designed to hold water continuously (also commonly referred to as a "wet pond") shall be enclosed with six-foot high chainlink safety fencing with a black vinyl coating. This fence shall be maintained at all times by the County in very good condition. In addition, landscaping shall be installed and maintained around the full perimeter of fence to screen and soften its appearance. All storm water management ponds shall be owned and maintained in good working order by Loudoun County.

19. Proposed New Well for Irrigation of Athletic Fields. The County shall obtain all water needed for the public recreational facility from the Town, with the exception of water to irrigate the grass fields which shall be obtained as follows: Should the County propose to drill a well for irrigation of the athletic fields in lieu of connecting to the public water supply, then the County must perform, or cause to be performed, a hydrological analysis to determine the possible impact to the aquifers that serve the Towns existing five wells in that area, known as the "Mountain View Well" and the four "Nature Park Wells." Additionally, if recommended by the Town's hydrogeologist and as supervised by the Town, a test well shall be drilled on which a 72-hour field-test shall be conducted to determine draw-down impacts from the test well on the Town's existing well-water resources. The Town shall have the sole discretion to decide whether irrigation of the grass fields shall occur via well water or public water.

20. Playground. The County shall install and maintain a large play structure and playground for children aged 5 to 12 years, located in the area shown on the plan as being devoted for

playground use, which plan is entitled Alternative Concept, prepared by J2 Engineers and dated November 28, 2022. The playground shall also include a small play structure designed for children under 5 years of age. *{see revision 1/12/2023}*

21. Fields Farm Park Maintenance. The applicant shall maintain the recreational sports field complex, including, but not limited to, all on-site parking lots, landscaping, fencing, paving, turf, buildings, and structures in very good condition, at all times. The applicant shall maintain the property free from debris and trash. Grass and field conditions on the athletic fields shall be maintained to industry standards for the sport to which the field is devoted.

22. Gate in Fence. A gate in the fence is required to allow school children ready access to pathways to the High School from the Mayfair residential subdivision.

23. Any connection of Fields Farm Park Road to the Mayfair residential subdivision will require an amendment to the SUP.

