



## DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town  
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building  
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[www.dumfriesva.gov](http://www.dumfriesva.gov)

### DUMFRIES TOWN COUNCIL

MEETING 7:00 P.M.

TUESDAY, JUNE 16, 2020

MEETING HELD VIRTUALLY DUE TO LOCAL DECLARED EMERGENCY RELATED TO COVID-19

<https://zoom.us/j/97870253099?pwd=NVVpNGw3RU5aeEhUYUZVbVN4TDErQT09>

Password: 635196

**I. Call to Order and Roll Call**

**II. Moment of Silent Prayer & Pledge of Allegiance**

**III. Adoption of the Agenda**

**IV. Action Items**

- A. Ordinance to Amend FY20 General Fund Budget In Consideration of CARES Act Funding – *Keith Rogers Jr., Town Manager*
- B. Motion - To direct the Town Manager to work with Prince William County to provide a remote social services location within the Town – *Councilwoman Neville*
- C. Resolution to appoint Gary West the Planning Commission – *William Capers III, Director, DPCD*
- D. Resolution to appoint Lawrence Nickerson to the Architectural Review Board – *William Capers III, Director, DPCD*
- E. Resolution to authorize a public hearing for RZA 2018-002, The Harbor at Quantico Creek – *William Capers III, Director, DPCD*
- F. Initiation Resolution for Amendments to Chapter 70, Article IV Site Plan Ordinance – *William Capers III, Director, DPCD*
- G. Initiation Resolution for Amendment to Chapter 54, Subdivision Ordinance – *William Capers III, Director, DPCD*

Next Meeting

July 7<sup>th</sup> - TBD

**V. Adjournment**

**AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON VIRTUALLY ON JUNE 16, 2020. ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:**

Charles C. Brewer, ;  
Brian K. Fields,;  
Selonia B. Miles,;  
Cydny A. Neville,;  
Monaé S. Nickerson,;  
Melva P. Willis,;  
Derrick R. Wood,;

**ORDINANCE TO AMEND FY20 GENERAL FUND BUDGET IN CONSIDERATION OF CARES ACT FUNDING**

**WHEREAS**, due to the spread of COVID-19 (Coronavirus), states of emergency were declared at the federal, state, and local government levels in March 2020; and

**WHEREAS**, on March 12, 2020, the Governor of the Commonwealth of Virginia, in Executive Order Number Fifty-One declared a state of emergency and disaster within the Commonwealth of Virginia pursuant to Section 44-146.16 of the Code of Virginia due to the COVID-19 global health pandemic; and

**WHEREAS**, on March 17, 2020, the Director of Emergency Management declared a local emergency; and

**WHEREAS**, on April 7, 2020, the local emergency was affirmed by Town Council; and

**WHEREAS**, On March 27, 2020 Congress passed the Coronavirus Aid, Relief, and Economic Securities Act (CARES Act) to provide support directly to state, local, and tribal governments to address the COVID-19 pandemic; and

**WHEREAS**, the Commonwealth of Virginia received and distributed the CARES Act funds for cities and counties (except Fairfax County) within the Commonwealth; and

**WHEREAS**, Towns within Commonwealth of Virginia receive money from their respective counties; and

**WHEREAS**, Dumfries has received funds in the amount of \$451,384 from Prince William County, the full amount allocated per capita to the Town based on July 1, 2018 US Census population; and

**WHEREAS**, in pertinent part CARES Act funding can only be used for for expenditures incurred due to the public health emergency; expenditures not accounted for in the budget, and; expenditures incurred from March 1 through December 30, 2020; and

**WHEREAS**, for fiscal year 2020 staff has identified qualifying expenses related to the following:

- purchase of personal protective equipment;
- police department overtime;

- software and equipment to support telework;
- paid leave pursuant to the Families First Coronavirus Response Act; and
- cleaning services

**WHEREAS**, future action by Council will be necessary to appropriate the remaining balance of CARES Act funds; and

**NOW, THEREFORE BE IT ORDAINED**, in consideration of CARES Act funding, that the Town’s General Fund budget for Fiscal Year 2020 is amended as follows:

ACTION	AGENCY (DETAIL)	VALUE
INCREASE	ADMINISTRATION (COVID-19 EMERGENCY/ LOCAL RESPONSE)	\$51,000
INCREASE	POLICE (PERSONNEL)	\$20,000

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

ATTEST:

\_\_\_\_\_  
Dawn Leander, Town Clerk

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD VIRTUALLY ON JUNE 16, 2020: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE DUMFRIES TOWN COUNCIL WITH THE FOLLOWING VOTE:**

Charles C. Brewer, ;  
Brian K. Fields,;  
Selonia B. Miles,;  
Cydney A. Neville,;  
Monaé S. Nickerson,;  
Melva P. Willis,;  
Derrick R. Wood,;

**PLANNING COMMISSION APPOINTMENT**

**WHEREAS**, the Dumfries Town Council is the governing body responsible for appointing members to the Planning Commission; and

**WHEREAS**, the Council has traditionally reviewed applications for the Planning Commission and selected only the most qualified applicants to be appointed; and

**WHEREAS**, the Council has received a request from Gary West to be appointed to the Planning Commission; and

**WHEREAS**, Council desires to appoint Gary West to fill a term that shall expire on June 30, 2023.

**NOW, THEREFORE BE IT RESOLVED** that the Town Council for the Town of Dumfries hereby appoints Gary West to serve on the Planning Commission for a term to expire on June 30, 2023.

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

ATTEST: \_\_\_\_\_  
Dawn Leander, Town Clerk

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD VIRTUALLY ON JUNE 16, 2020: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE DUMFRIES TOWN COUNCIL WITH THE FOLLOWING VOTE:**

Charles C. Brewer, ;  
Brian K. Fields, ;  
Selonia B. Miles, ;  
Cydny A. Neville, ;  
Monaé S. Nickerson,;  
Melva P. Willis, ;  
Derrick R. Wood,;

**ARCHITECTURAL REVIEW BOARD (ARB) APPOINTMENT**

**WHEREAS**, Town Council is the governing body responsible for appointing members to the Architectural Review Board (ARB); and

**WHEREAS**, Council has learned that there is an appointment needed to the ARB;  
and

**WHEREAS**, Council is prepared to appoint Lawrence Nickerson to serve a term that shall expire on June 30, 2022.

**NOW, THEREFORE BE IT RESOLVED** that the Town Council for the Town of Dumfries hereby reappoint Lawrence Nickerson to serve on the Architectural Review Board.

By Order of Council:

\_\_\_\_\_  
Derrick R. Wood, Mayor

Attest:

\_\_\_\_\_  
Dawn Hobgood, Town Clerk

**AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON VIRTUALLY ON JUNE 16, 2020: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:**

Charles C. Brewer, \_\_\_\_;  
Brian K. Fields, \_\_\_\_;  
Selonia B. Miles, \_\_\_\_;  
Cydny A. Neville, \_\_\_\_;  
Monae S. Nickerson, \_\_\_\_;  
Melva P. Willis, \_\_\_\_;  
Derrick R. Wood, \_\_\_\_;

**RESOLUTION AUTHORIZING THE TOWN MANAGER TO ADVERTISE PUBLIC HEARINGS ON THE REZONING AMENDMENT APPLICATION, RZA2018-002, THE HARBOR AT QUANTICO CREEK, FILED FOR PROPERITES 17940, 17950, AND 17956 CURTIS DRIVE (PLANNED MIXED USE DEVELOPMENT DISTRICT)**

**WHEREAS**, a Rezoning Amendment Application (RZA2018-002) was filed by The Community Housing Initiative, Inc. to amend the approval of the Rezoning Application, REZ 2018-002; and

**WHEREAS**, the Rezoning Amendment Application was filed, and the application fee was paid; and

**WHEREAS**, the Town Council desires the Department of Planning and Community Development to provide a staff report and recommendation to the Planning Commission and to the Town Council for RZA2018-002; and

**WHEREAS**, the Town Council desires RZA2018-002 be forwarded to the Planning Commission for public hearing, review and recommendation to Town Council; and

**WHEREAS**, pursuant to the requirements in the Town Code and all other applicable laws, the Town Council further desires to deliberate upon and review RZA2018-002 and provide the public the opportunity to be heard on the application.

**NOW, THEREFORE, BE IT RESOLVED** by Town Council that the Town Manager is authorized to advertise for public hearings to consider an action on rezoning amendment application RZA2018-002 before the Planning Commission and Town Council, respectively.

**By Order of Council:**

\_\_\_\_\_  
Derrick R. Wood, Mayor

**ATTEST:**

\_\_\_\_\_  
Dawn Hobgood, Town Clerk

**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD VIRTUALLY ON JUNE 16, 2020: ON A MOTION DULY MADE BY \_\_\_\_\_, AND SECONDED BY \_\_\_\_\_, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE DUMFRIES TOWN COUNCIL WITH THE FOLLOWING VOTE:**

Charles C. Brewer, \_\_\_\_\_;  
Brian K. Fields, \_\_\_\_\_;  
Selonia B. Miles, \_\_\_\_\_;  
Cydny A. Neville, \_\_\_\_\_;  
Monae S. Nickerson, \_\_\_\_\_;  
Melva P. Willis, \_\_\_\_\_;  
Derrick R. Wood, \_\_\_\_\_;

**RESOLUTION INITIATING AMENDMENTS TO CHAPTER 70 (ZONING), ARTICLE IV, OF THE CODE OF THE TOWN OF DUMFRIES TO DESIGNATE THE DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT AS THE TOWN COUNCIL’S AGENT FOR THE REVIEW AND APPROVAL OF SITE PLAN APPLICATIONS, TO ESTABLISH THE LENGTH OF THE VALIDITY OF APPROVED FINAL SITE PLANS TO BE FIVE YEARS OR SUCH LONGER PERIOD AS MAY BE DETERMINED REASONABLE AT THE TIME OF APPROVAL, TO PROVIDE FOR THE LENGTH OF THE VALIDITY OF APPROVED FINAL SITE PLANS TO BE EXTENDED BEYOND FIVE YEARS, TO ESTABLISH STANDARDS FOR THE WAIVER OF SITE PLAN REQUIREMENTS BY THE DIRECTOR OF PLANNING & COMMUNITY DEVELOPMENT, AND TO MAKE MINOR EDITING AMENDMENTS TO SUCH CHAPTER.**

**WHEREAS**, at its June 16, 2020, meeting, the Town Council discussed Chapter 70 (Zoning), Article IV, of the Town Code, regarding whether the Director of Planning & Community Development should be designated as Town Council’s agent for the review and approval of site plans, whether the length of the validity of approved final site plans should be five (5) years or such longer period as may be determined reasonable at the time of approval, whether the length of the validity of approved final site plans should be allowed to be extended beyond five (5) years, whether standards should be adopted for the waiver of site plan requirements by the Director of Planning & Community Development, and whether minor editing amendments should be made to Chapter 70, Article IV; and

**WHEREAS**, the Virginia Code § 15.2-2258 provides the Town Council with the authority to designate an agent for the review and approval of site plans on its behalf; and

**WHEREAS**, the Town Council wishes to consider whether the Director of Planning & Community Development should be given the authority to review and approve site plans as the agent for Town Council; and

**WHEREAS**, the Town Council wants to consider whether the length of the validity of approved final site plans should be five (5) years or such longer period as may be determined to be reasonable at the time of approval; and

**WHEREAS**, the Town Council wants to consider whether the length of the validity of approved final site plans should be allowed to be extended beyond five (5) years; and

**WHEREAS**, the Town Council wants to consider whether standards should be adopted for the waiver of site plan requirements by the Director of Planning & Community Development; and

**WHEREAS**, the Town Council wants to consider whether certain minor editing amendments should be made to Chapter 70, Article 4; and

**WHEREAS**, Sec. 70-646, Paragraph (a) of the Town Code gives Town Council the authority to adopt amendments to the Zoning Ordinance by resolution whenever the public necessity, convenience, general welfare, or good zoning practice require; and

**WHEREAS**, the Town Council desires the Planning Commission to review and make recommendations on these proposed amendments to Chapter 70, Article IV, of the Town Code.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Council of the Town of Dumfries on this 16th day of June 2020 does hereby initiate amendments to Chapter 70, Article IV, of the Town Code that would:

1. designate the Director of Planning & Community Development as the agent of the Town Council to review and approve site plans as the agent of Town Council;
2. establish that the length of the validity of approved final site plans should be five (5) years or such longer period as may be determined reasonable by the Director of Planning & Community Development at the time of approval;
3. establish that the length of the validity of approved final site plans should be allowed to be extended beyond five (5) years;
4. establish standards for the waiver of site plan requirements by the Director of Planning & Community Development; and
5. incorporate certain minor editing amendments to Chapter 70, Article IV; and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the foregoing proposed amendments are hereby referred to the Town of Dumfries Planning Commission for its review, conduct of a public hearing, and recommendation thereon.

By Order of Council:

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Derrick R. Wood, Mayor

Attest:

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Dawn Hobgood, Town Clerk