



City of Manassas Park Planning Commission Agenda

**Wednesday, August 10, 2022, 7:00 PM
Council Chambers, Old City Hall**

Lana A. Conner, Secretary
Dean Crowhurst, City Attorney
Calvin O'Dell, Director, Community Development
Michelle Barry, Planning and Zoning Administrator

Lester Finkle, Chairman
John Evans, Vice Chairman
Michael Becketts
Martha Collier
Alanna Mensing

1	Call to Order	
2	Roll Call	
3	Invocation/ Moment of Silence/ Pledge of Allegiance	
4	Approval of Agenda	
5	Adoption of Minutes – June 8, 2022 and June 21, 2022	
6	Citizen Time	
7	New Business	
7a	<p>Public Hearing: Waivers Associated with Site Plan, SP#20-02 WAI#20-2A-F and PFW#20-2A and B, 8-Acre Phase II</p> <p>Action: Recommendation to the Governing Body of Approval, Approval with Changes or Denial of Waivers, WAI#20-2A-F and PFW#20-2A and B, 8-Acre Phase II</p>	
7b	<p>Site Plan, SP#20-2, 8-Acre Phase II</p> <p>Action: Recommendation to the Zoning Administrator of Approval, Approval with Conditions or Denial of Site Plan, SP#20-02, 8-Acre Phase II</p>	
7c	<p>Subdivision Plan, SD#20-2, 8-Acre Phase II</p> <p>Action: Recommendation to the Zoning Administrator of Approval, Approval with Conditions or Denial of Subdivision Plat, SD#20-02, 8-Acre Phase II</p>	
7d	<p>Updating/Modifying Comprehensive Plan's Goals and Objectives – Public Works</p> <p>Action: None - Discussion Only</p>	
8	Unfinished Business - None	
9	Report of Special Committees - None	
10	Informational Update from Community Development Staff	
11	Adjourn	

June 8, 2022 Planning Commission Minutes
to be
Provided Under Separate Cover

OFFICIAL MINUTES OF THE JOINT MANASSAS PARK GOVERNING BODY/MANASSAS PARK PLANNING COMMISSION MEETING HELD ON TUESDAY, JUNE 21, 2022, AT 7:00 PM AT MANASSAS PARK CITY HALL, ONE PARK CENTER COURT, MANASSAS PARK, VIRGINIA FOR THE PURPOSE OF A JOINT PUBLIC HEARING

Roll Call

Present Jeanette Rishell, Mayor
Preston Banks, Vice Mayor
Alanna Mensing, Councilmember
Haseeb Javed, Councilmember
Laura Hampton, Councilmember
Yesy Amaya, Councilmember
Darryl Moore, Councilmember
Planning Commission: Lester Finkle, Chairperson
John Evans, Vice Chairperson
Martha Collier, Commissioner
Michael Becketts, Commissioner

Absent None

Staff Lana A. Conner, City Clerk
Laszlo A. Palko, City Manager
Dean Crowhurst, City Attorney

1. Approval of Agenda:

MOTION: Councilmember Moore moved to approve Agenda as presented.

SECOND: Councilmember Amaya

VOTE: YES: Moore, Amaya, Banks, Hampton, Javed, Mensing, Rishell

2. Moment of Silence/Pledge of Allegiance: Councilmember Javed

3. Public Comment Time:

3a. Kendall Gardner, 114 Martin Drive:

He is preparing information to give to City Manager on his pool issue from 2020. He was assessed for an addition that he did not put on his house, but city has it on the house. He wants an investigation into tax fraud. City decals: his wife has a decal on her car, but he does not. He is still having issues with his city sticker. The city paid for back taxes for the check given to City Manager. They paid license fees versus back taxes. He got one decal. He does not have decals for his other two cars. The rest of the funds from his check was used to pay for his previous personal property bill.

Manassas Park Planning Commission:

Approval of Agenda:

MOTION: Commissioner Collier moved to approve their agenda as presented.

SECOND: Commissioner Becketts

VOTE: Yes: Collier, Becketts, Evans, Finkle

4. Public Hearing

4a. Comprehensive Plan Amendment, CPA#22-07 to amend the City Center Redevelopment District in Chapter 11, Land Use and Urban Design, of the Comprehensive Plan to identify public amenities between Euclid Avenue and the Norfolk Southern right-of-way, especially public parking lots on the east and west side of Manassas Drive.

Mayor Rishell opened Public Hearing at 7:02pm.

23284

The proposed amendment to Chapter 11, Land Use and Urban Design of the Comprehensive Plan adds new text to include a section regarding public amenities. Public spaces, including parks, plazas, civic buildings, and public parking are vital elements for the City's downtown to thrive, specifically in the downtown core. The proposed amendment describes the downtown's core as the area located on both sides of Manassas Drive between Euclid Avenue and the Norfolk Southern railroad right-of-way.

The City Center Redevelopment District encompasses an area of approximately 157 acres that extends along both sides of Manassas Drive from Euclid Avenue between Owens Drive and the City's southern boundary to properties on the east side of Digital Drive, exclusive of the Norfolk Southern railroad right-of-way. The purpose of this district is to encourage an integrated mixture of commercial, office, civic buildings, and residential uses. Because a downtown is the pivotal focus for every city, a mixture of uses that reinforces the image of an urban downtown or modern town center is appropriate for this district. The district should be developed with the goal of providing a commercial/office/civic activity center that is supplemented by multi-family residential uses and adequate parking. The proper mix of uses will be guided by the market. Because this area is planned to become the City's downtown, residential uses should be included in mixed use development at the level necessary to ensure viable commercial activity in the City Center.

Many public amenities have been planned for the east side of Manassas Drive, including a new City Hall, inclusive of a library, a public plaza, public surface parking and a parking structure for the Virginia Railway Express (VRE) station. In comparison, there are little to no public amenities on the opposite side of Manassas Drive. Redevelopment projects in this area of the downtown core are predominately mixed-use buildings. While the residential has been successful, the commercial has not.

To provide an appropriate balance, the proposed amendment identifies public amenities for the west side of Manassas Drive. Specifically, a public parking lot of approximately 60 spaces is to be established when the parcel at the southern corner of Euclid Avenue and Manassas Drive redevelops. Consideration of other public amenities such as public art, pocket parks and small public plazas are also recommended.

Vice Mayor Banks: can trash cans be installed on west side. City has them scheduled for rest of area.

Citizen wishing to address this Public Hearing:

Kendall Gardner, 114 Martin Drive: Used car lot is a business. Will imminent domain be used to take this property away from an existing business to give it to another business for public use to enhance their business. The City Attorney stated this only comes into play with rezoning. The business can continue if it wants to. This is just in case they want to rezone their property to downtown mixed-use development which city encourages in Comprehensive Plan but not a requirement. They would be asked to put 60 spaces there for public parking. The only thing city would use imminent domain is for roads.

Geris Scott, 8305 Sunnyside Court: LGBTQ: Everyone has their own ideas about LGBTQ and he is okay with that. He saw their flag on our fire station. He believes if anyone wishes to fly this flag it should be on private property and not on public property. He does not believe the LGBTQ flag should fly on fire department property. He does not think this flag should be flown with city flags. When you do this, you alienate Christians, Jews, Muslims, and other faith.

MOTION: Commissioner Collier moved to close Planning Commission joint Public Hearing on CPA#22-07 at 7:21PM.

SECOND: Commissioner Evans

VOTE: Yes: Collier, Evans, Becketts, Finkle

Staff recommends that the Planning Commission recommend to the Governing Body approval of Comprehensive Plan Amendment, CPA#22-07, Public Amenities in the City Center Redevelopment District, as presented.

CPA#22-07:

MOTION: Commissioner Evans moved that the Planning Commission recommend to the Governing Body approval of Comprehensive Plan Amendment, CPA#22-07, Public Amenities in the City Center Redevelopment District, as presented.

SECOND: Commissioner Becketts

VOTE: Yes: Evans, Becketts, Collier, Finkle

Adjourn Planning Commission meeting at 7:22PM:

MOTION: Commissioner Collier

SECOND: Commissioner Evans

VOTE: Collier, Evans, Becketts, Finkle

Close Public Hearing by Manassas Park Governing Body at 7:23pm.

MOTION: Councilmember Hampton

SECOND: Councilmember Amaya

VOTE: Yes: Hampton, Amaya, Banks, Javed, Mensing, Moore, Rishell

This is Agenda Item 9a on Agenda.

4b. Conveyance of land to Norton Scott for Phase III-Phase 2 Sale of 141,769 square feet of land, more or less, to Village at Manassas Park LLC, said land being a portion of the existing City Hall site comprised of Lots 2 and 3-2 Conner Center, Blooms Court: City Attorney:

Mayor Rishell opened Public Hearing at 7:24pm.

This would convey 141,769 square feet (comprised of Lots 2 and 3-2), on which the current City Hall was built) to an entity that is subsidiary of Norton Scott pursuant to Comprehensive Development Agreement with Village at Manassas Park LLC. Developers are ready to start Phase 2 but cannot until Comprehensive Plan Amendment, CPA#22-07 is approved. You will have a Parcel B-1 which will be Phase 2 development for downtown city center. This will be owned by Norton Scott. There is dedication of public right of way (Village Park Drive). The City and the Village at Manassas Park, LLC ("VMP") entered into a Comprehensive Development Agreement dated June 17, 2020, whereby VMP would develop the current City Hall site to allow for the construction of two-over-two townhomes and the creation a new parcel to be conveyed to a private entity for the construction of a movie theater and restaurant thereon (this parcel is referred to as Commercial Building B in the Comprehensive Development Agreement). On May 17, 2022 the Governing Body approved an agreement for the purchase and sale of Commercial Building B to MP Cinema Realty, LLC. If approved, the deed and plat would create the Commercial Building B parcel, which would be sold later pursuant to the terms of the purchase and sale agreement.

Financial Impact: Pursuant to the terms of the approved Comprehensive Development Agreement for City Center Phase III, the City is to be paid \$2,800,000 for the conveyance of a portion of the existing City Hall site to the Village at Manassas Park LLC.

The owners will consolidate and re-subdivide the residue of the City Property, the A4 Property, the A5 Property, and the Bays Property into parcels to be known as Parcel "B-1" Conner Center Blooms Court.

Staff Recommendation: That the Governing Body approve and authorize the Mayor to sign a deed and plat that would convey 141,769 square feet of the current City Hall site to the Village at Manassas Park LLC, as presented and subject to final City Attorney review.

Citizens: There were no citizens wishing to address this Public Hearing.

Close Public Hearing: 7:38pm:

MOTION: Councilmember Amaya

SECOND: Councilmember Hampton

VOTE: Yes: Amaya, Hampton, Moore, Banks, Javed, Mensing, Rishell

This item will be placed on July 19, 2022 agenda.

5. **Recognition:** None

6. **Presentations:**

6a. Patricia Trimble, Treasurer:

She is here at request of Governing Body.

Given current staffing rate and projected growth in the city, she would like to have another employee at some point in the future. She is cross training her staff to do other duties in her office. Right now she would like to request a stipend for her Deputy Clerk. She would like to keep the December 5, 2022 real estate payment deadline. She does not want an extension for real estate. If passes, you will have a payment in January and then another one in June 2023. Most payments come from mortgage companies.

The City Manager will make a recommendation and will place a stipend in the budget for the deputy. Staff will review this need and check with other jurisdictions to see how many they have in their offices. The City Manager stated once the downtown become successful and revenue is there, he would like to make sure all departments have the staffing they need.

The City Manager stated the city is looking at different vendors for the ERP and not just one firm.

7. **Consent Agenda:**

7a. Approval of Minutes: June 7, 2022

7b. Ordinance 22-1700-1092 Years of Service Award

7c. CM Q4 Appropriations for FY22 Budget Amendment 3: \$634,474.90

7d. CM: Park Center Court Renaming Park Central Plaza

7e. CA: Ordinance 22-1700-1093 DUI State Law Amendments

7f. CA: Ordinance 22-1700-1094: One Time Extension of Real Estate and Personal Property Due Dates

MOTION: Councilmember Moore moved to approve Consent Agenda as presented.

SECOND: Councilmember Amaya

VOTE: Yes: Moore, Amaya, Hampton, Banks, Javed, Mensing, Rishell

8. **Unfinished Business:**

8a. CA: Vacation of Portions of Utility Easements and Termination of Right to Grant Future Easements: Public Hearing was held on June 14, 2022.

The attached deed and plat of vacation have been negotiated with VDOT, Prince William County, and the City of Manassas Park and would meet VDOT's requirement.

MOTION: Councilmember Amaya moved that the Governing Body approve and authorize the Mayor to sign a Deed of Vacation to vacate, release, terminate, and extinguish all the City's right, title, and interest, including the right to grant future utility easements, in and to those portions of the utility easements located within the dedicated right-of-way of Signal View Drive, as presented and subject to final City Attorney review.

SECOND: Councilmember Hampton

VOTE: Amaya, Hampton, Banks, Javed, Mensing, Moore, Rishell

**8b. Ordinance 22-1700-1095: ZOTA #22-06 Inoperable Vehicles Ordinance:
City Attorney:**

Staff worked with a consultant to revise and improve all Manassas Park code sections related to typical violations, such as trash, tall grass, right-of-way obstructions, overcrowding and inoperable vehicles. The most common violations is open storage of inoperable vehicles. Currently, Sec. 31-57 of the Zoning Ordinance regulates inoperable vehicles and stipulates the enforcement procedures. The City's authority to regulate inoperable vehicles comes from Sections 15.2-904 and 15.2-905 of the Code of Virginia. These sections are found in Chapter 9 of Title 15.2, which is entitled, "General Powers of Local Governments." Since the enabling legislation is found under the General Powers of Local Government, it is the city manager not the zoning administrator who is the enforcement authority. The City's inoperable vehicle regulations need to be removed from the Zoning Ordinance and placed in Chapter 17 of the City Code, Offenses-Miscellaneous.

The City shall send notice to both property owner and tenant.

MOTION: Councilmember Hampton moved that the Governing Body approve and adopt an ordinance that consolidates provisions regulating the keeping of inoperable vehicles into City Code § 17-53 and deletes City Code § 31-57 of the Zoning Ordinance pursuant to Zoning Ordinance Text Amendment ZOTA #22-06, as presented.

SECOND: Councilmember Mensing

City Manager stated though this is effective immediately, city's ability to execute it is not there until staff figures out software for the ticketing itself.

VOTE: Hampton, Mensing, Amaya, Banks, Javed, Moore, Rishell

8c. Ordinance 22-1700-1084: CA: Grass and Weed Ordinance: Comply with Section 15.2-901 of the Code of Virginia: Public Hearing held June 14, 2022:

The City contracted with a firm to review portions of the City Code and make recommendations on changes to make compliance more likely. One of the recommended changes involved City Code §17-49, which requires grass and weeds to be kept at a height of 10 inches or less. The attached ordinance amends section 17-49 as recommended. It also provides for criminal penalties for those individuals who have violated the requirements to maintain grass and weeds at a height of 10 inches or less more than three times within a 24-month period.

MOTION: Councilmember Amaya moved that the Governing Body approve and adopt an ordinance that amends City Code § 17-49, as presented.

SECOND: Councilmember Hampton

VOTE: Amaya, Hampton, Mensing, Banks, Javed, Moore, Rishell

8d.Recommendations from the Community Maintenance Working Group (CMWG):

The Mayor introduced item 8D, which was a Governing Body (GB) discussion of recommendations from the Community Maintenance Working Group. She said that the purpose this evening is to get input from GB members about what they think will be useful to pursue. Staff can then assess those recommendations and provide both feasibility and a possible timeline. But first Councilmember Hampton will provide a recap of the initiative for the folks at home.

In September 2021, the GB voted to establish the 12-month Community Maintenance Working Group (CMWG). Program ends in September and Governing Body decides whether to continue the program. Its goal was to infuse and grow pride back into the city and relieve some of the burden on public works.

The three categories for timing are listed below.

- Short-term: Implementation within 12 months of approval by Manassas Park Governing Body:

- *Litter Collection Programs expand the existing grassroots litter collection program to a more formal and city-sponsored litter collection program to be funded with grants.

- Moderate term: Implementation between 13 months and 24 months after the approval by Manassas Park Governing Body.
- Long-Term: Implementation 25 months and beyond of approval by Manassas Park Governing Body.

Issue(s)	Recommendations Addressing the Issue	Timing
Litter Abatement, Community Pride	Litter Collection Programs	Short-term
City Code Knowledge, Community Pride	Resident Education Campaigns	Short-term
Community Pride	Home and Apartment Decoration Contents for Residents	Short-term
Community Pride	Volunteer Corps for Snow Removal and Yard Work	Moderate-term
Community Pride	Parks and Recreation Workshops	Moderate-term
Community Pride	Community Garden	Long-term
Housing Repair Assistance, City Code Knowledge, Community Pride	Vacant Lot and Homes Transformation Programs	Long-term

In fall 2021 CMWG members performed independent dashboard surveys of the city and identified issues. The CMWG reviewed and categorized the issues.

In February 2022, the Manassas Park city manager met with CMWG members and identified top 25 code violations in the city, as well as an update on code violations within the city the City Fiscal Year (CFY) 2021 and year-to-date for CFY22.

The CMWG recommends to the GB to expand the existing grassroots litter collection program to a more formal and city-sponsored litter collection program to be funded with grants.

The priorities of the proposed formal program are listed below: reduce littering on personal property, sidewalks, streets, in parks and trails and promote and increase the beautification of the city.

The CMWG recommends establishing a partnership with the Keep America Beautiful, as well as Keep Virginia Beautiful. CMWG recommends using the programs of Keep America Beautiful and Keep Virginia Beautiful as templates, while applying for grants through the organizations.

*The CMWG recommends to the GB to establish a resident education campaign to help increase resident’s knowledge of the city code and to help reduce code infractions. Noise Ordinance is a big complaint because of lawn mowers, music, etc.

*The CMWG recommends to the Manassas Park Governing Body expand upon the proof of concept of the 2021 Winter Lights Extravaganza to continue the annual Winter Lights Extravaganza (November to January), as well as to introduce a Halloween context.

Volunteer Corps for Snow Removal and Yard Work

City establish with the grant funding to offer a free workshop for residents and, perhaps, work with a youth group (e.g., Eagle Scout, Girl Scouts) to help host the project as part of their community service initiative. Flower boxes could be one.

Community Garden: The CMWG recommends establishment of a community garden by applying for a community beautification grant through Keep Virginia Beautiful. The CMWG identified seven recommendations to help address the issues in the previous section. The CMWG mapped each recommendation to an issue, as well as grouped the recommendation by timing.

CMWG and the Housing Program Coordinator identify one or two Veteran housing organizations with whom to establish a working relationship.

Governing Body priorities:

The Mayor said she found a number of the recommendations to be very appealing and then mentioned 2 of them. First, it would be so nice to have some type of continuing contact with outside organizations that can assist residents. The example she provided was, Project Mend A House. Her understanding was that they have done work for residents in our City in the past. They serve every demographic equally; from seniors to veterans to disabled residents. This is why they are a good example. Second, she said she thought it would be very productive to have some type of “know your city code” program. We understand folks have very busy lives so information should be easily consumed and not lengthy. This could be quite helpful

The Mayor then asked for Governing Body input.

Councilmember Javed: 1) City code program education which could be as simple as a flyer or in form of a post card. 2) Adopt a Street Program which gives interested party an obligation to clean up streets once or twice a year.

Councilmember Moore: 1) Community Garden: interest from community. 2) Know your code. Put education literature in both English and Spanish

Councilmember Mensing: 1) Know your code. She likes the education programs. Have an education program that everyone understands. 1) Community Garden: interest from community. They get together and have their own space.

Councilmember Amaya: 1) Know your code and 2) 2022 Winter Lights Extravaganza to continue the annual Winter Lights Extravaganza (November to January), as well as to introduce a Halloween context.

Vice Mayor Banks: 1) He supports all the short-term projects. Snow removal and yard work for seniors is a good project. He likes the adopt a street program. He likes idea of trying to get a grant to be able to get the equipment to help with picking up trash.

Councilmember Hampton: 1) 2022 Winter Lights Extravaganza to continue the annual Winter Lights Extravaganza (November to January), as well as to introduce a Halloween context. 2) education program. Priorities:

1) Education, Keep Virginia, and Keep America beautiful, community gardens, winter lights and Halloween

Mayor Rishell likes the cigarette holders. Councilmember Hampton stated cigarettes butts are the number one pollutant in streams.

Staff will work to get this information out on social media.

CMWG will reconvene this summer and continue with the program. They will work to get the community more involved in these programs.

9. New Business

9a. Resolution 22-2000-2167 Comprehensive Plan Amendment CPA#22-07:

Public Hearing held on June 21, 2022.

Staff Recommendation: that the Governing Body approve Comprehensive Plan Amendment, CPA#22-07, Public Amenities in the City Center Redevelopment District, as presented.

MOTION: Councilmember Amaya moved that the Governing Body approve Comprehensive Plan Amendment, CPA#22-07, Public Amenities in the City Center Redevelopment District, as presented.

SECOND: Councilmember Hampton

VOTE: Yes: Amaya, Hampton, Banks, Javed, Mensing, Moore, Rishell

**9b.IT-Procurement of ACF Technologies Q-Flow Queuing Solution \$44,592.00:
Don Spady, Director of IT:**

One of the city key strategic objectives is to increase customer service capacity by utilizing modern technology that enhances communication with residents and increases staff efficiency. The Q-Flow platform provided by ACF Technologies is a governmental software queuing system such as those utilized by the VA DMV, which serves as a centralized onboarding tool for residents to enter City Hall, check their documents, and reserves them a spot in line with the appropriate department to complete their service request. Other aspects of the system include bi-lingual functionality, SMS push notifications that permit the resident to frequent the library or coffee shop without losing their place in line, and resident feedback surveys to help provide valuable feedback to staff on how to continue improving customer service. The total cost for the 5-year agreement with ACF Technologies for the Q-Flow platform is \$44,592.00, which enables the City to utilize small purchase procedures pursuant to City Code § 2-175—since the total value of the contract does not exceed \$100,000.00, with the following breakdown:

•Year 1-\$26,544.00 (includes implementation) •Year 2 through 5-\$18,048.00 (\$4,512 p/ year)

Financial Impact: Total: \$44,592.00 FY22 CIP Year 1-\$26,544.00 FY23-26 General Fund Year 2-5-\$18,048.00 Total (\$4,512 p/ year)

Councilmember Javed questioned the \$1,100 a year for the survey from customers on their experience. City Manager stated he would like to have this tool for every department. This is a trend within federal government. You get performance metrics with that. The City Manager cannot guarantee that there would be follow-up if there is a bad review because this is office of Commissioner of Revenue and Treasurer which is not under his control. Governing Body would like to have follow up. If this is not being implemented properly why pay the cost. Vice Mayor Banks stated just because we are funding this does not mean we can overrule the structures that are in place.

The kiosk will not be able to take payments. There will be a separate kiosk for people who do not want to wait in line.

Staff Recommendation: That the Governing Body approve and authorize the City Manager to sign any necessary contractual documents for, the purchase of Q-Flow software from ACF Technologies in an amount not to exceed \$44,592.00, as presented, and subject to final City Attorney review.

MOTION: Councilmember Amaya moved that the Governing Body approve and authorize the City Manager to sign any necessary contractual documents for, the purchase of Q-Flow software from ACF Technologies in an amount not to exceed \$44,592.00, as presented, and subject to final review by City Attorney.

SECOND: Councilmember Hampton

The kiosk will be bolted to the floor so it cannot be moved. Staff is evaluating putting screens up in other areas of city hall showing now serving x.

Ms. Dernablas: She would use electronic payment if there was not a \$3.00 surcharge fee.

Mike Smith: it is nice hearing the update from CMWG.

VOTE: Yes: Amaya, Hampton, Banks, Javed, Mensing, Moore, Rishell

9b.CD- Camion/Enduraplas BrineMaster IMSB3000 brine maker \$11,992.00: Calvin O'Dell, Director of Community Services:

City staff received a quote from Henderson Products, Inc. for a brine maker; the quote was based on Sourcewell Contract (Contract # 052919-HPI), which would fall under the cooperative procurement process. The quote was for \$51,755.40; staff sought out and received a separate quote from C & H Outdoor, LLC (Sno-Biz) in the amount of \$34,280.00. Quote included \$5,000.00 for installation and training; staff feels that this is an unnecessary expense, given that there are several training videos online, and that City staff have sufficient inhouse expertise for installation. Therefore, without the installation and training line item, the final quote for this product is \$29,280.00. Staff have reviewed both brine makers and found both acceptable. Public Works Equipment 302-94100-8217-00-00-00. Since staff considers them equivalent for the City's purposes, we recommend purchase of the Camion/Enduraplas BrineMaster IMSB3000 from C & H Outdoor, LLC(Sno-Biz) in an amount not to exceed \$29,280.00.

23277

Staff Recommendation: That the Governing Body approve and authorize the City Manager to sign any contractual documents for the purchase of the Camion/Enduraplas BrineMaster IMSB3000 brine maker in an amount not to exceed \$29,280.00, using residual funds from GL# 302-94100-8217-00-00-00 and from the auction of surplus equipment to supplement the approved budget of \$11,992.00, as presented and subject to final review by City Attorney.

MOTION: Councilmember Hampton moved that the Governing Body approve and authorize the City Manager to sign any contractual documents for the purchase of the Camion/Enduraplas BrineMaster IMSB3000 brine maker for an amount not to exceed \$29,280.00, using residual funds from GL# 302-94100-8217-00-00-00 and from the auction of surplus equipment to supplement the approved budget of \$11,992.00, as presented, and subject to final review by City Attorney.

SECOND: Councilmember Mensing

VOTE: Yes: Hampton, Mensing, Amaya, Banks, Javed, Moore, Rishell

9c.CD-JD 35G Compact Excavator James River Equipment \$54,792.00: Calvin O'Dell, Director of Community Development:

Mini excavators are a standard piece of public works equipment, especially useful for construction work in tight quarters. The City has needed one for specialty work. Staff solicited a quote from James River Equipment for a JD35G Compact Excavator under cooperative purchase agreement: NJPA/Sourcwell Contract 032119-JDC. The quote is for \$54,792.00. This piece of equipment is in the FY2023 Capital Improvement Program. Since supply chain issues continue to plague the construction equipment industry, and since prices continue to escalate, staff recommend that this equipment be purchased as soon as possible in FY2023.

Staff recommends that the JD 35G Compact Excavator be purchased from James River Equipment for a price not to exceed \$54,792.00.

MOTION: Councilmember Moore moved that the Governing Body approve and authorize the City Manager to sign any contractual documents for the purchase of a JD35G Compact Excavator from James River Equipment for a price not to exceed \$54,792.00 at the beginning of Fiscal Year 2023, as presented and subject to final review City Attorney review.

SECOND: Councilmember Hampton

VOTE: Yes: Moore, Hampton, Amaya, Banks, Javed, Mensing, Rishell

9d. PD- Public Safety Stipend Program: Chief Mario Lugo:

The Police Department continues to face challenges retaining experienced officers as well as the recruitment of new officers. Over the past two years the Police Department lost tenured officers and staff to other agencies at an attrition rate of 42%; 13 Police Officers and 7 Communications Specialists. The primary factors attributed to the high turnover rate are competitive salaries, cost of benefits, and lack of stipends for language, military service, college degrees, specialties, and longevity. The ARPA premium pay outlined in the FY23 budget will reduce the pay gap by approximately 75%. The implementation of a stipend program will aid in the retention and recruitment of experienced officers.

The Police Department anticipates a savings of approximately \$155,000 in the FY22 budget (Salaries/Wages), due to losing staff and the inability to fill open positions. The proposed retention stipend incentive for Police Department staff is approximately \$143,000 in FY 22. The Police Department is requesting that the surplus funds in the Salaries/Wages GL account be utilized to provide a stipend to all personnel who served in FY22 and are still with us as a retention incentive. The cost for this incentive has no financial impact on the FY22 budget. See below table for a list of incentives and amounts:

Stipend	Amount
Assoc. Degree	\$1,500
Bach. Degree	\$3,000
Mast. Degree	\$4,500
Detective	\$5,000
SRT	\$1,500
Firearms Inst.	\$1,000
Def. Tac. Inst.	\$1,000
EVOC Inst.	\$1,000
Use of Force Instr.	\$1,000
UAS Pilot	\$1,000
Radar/lidar Inst.	\$1,000
Military	\$1,000
Polygrapher	\$1,500
Language	\$1,200
Longevity (1-5yr)	\$500
Longevity (6-10yr)	\$1,000
Longevity (11+yr)	\$1,500

Funding Type: Police/E911Salaries/Wages GL Amount \$155,000

The Police Department is also proposing for FY23 a Public Safety (Police and Fire) retention stipend for all full-time and permanent part-time staff. Public Safety continues to experience challenges in retaining and hiring experience staff. Eight officers are looking to leave the department because where they are looking offers incentives. Although, the Fire Department has only experienced an attrition rate of 14% over the last two years, 3 Paramedics and 1 Fire Fighter (Retirement); this greatly impacts emergency services provided to the City and will assist department with keeping up with what other fire departments are doing in the region in terms of incentives.

Prince William County and Manassas City offer medics certification pay that range from \$5,000 to \$8,000 which is added to their annual salary. They also offer language incentive of \$1,500 annually and one-time sign on bonuses. They do not offer additional incentives such as, degrees, instructor certifications, prior military, or longevity. Currently, the Manassas Park Fire Department does provide an incentive for Medics of \$4,000 which is part of their annual salary. By adding the additional categories listed above it provides a wider range of incentives to Manassas Park personnel.

A Public Safety Stipend program would allow Public Safety to compensate, retain, and recruit experienced staff. As mentioned above the incentives would allow staff to compensate our staff for language (Spanish), military service, college degrees, specialty positions, and longevity.

The Photo Enforcement Program (Speed) revenue will provide the funds needed to implement this program. The yearly cost for the Photo Enforcement program is \$96,000. The city has collected approximately \$704,000 in fines from the speed cameras since November 2021. The total cost to implement the Public Safety Stipend program will be approximately \$250,000 plus an additional \$46,000 for associated benefits. Below is a breakdown of violations and the fines collected.

Photo Speed Monitoring Program						
Month	Violation Reviewed	Violation Event Rejections	Violations Approved	Total Fine Amount	Total Fines Collected	Total Fines Due
21-Nov	2,269	535	1,726	\$172,200	\$144,100	\$28,100
21-Dec	2,308	932	1,370	\$136,900	\$111,500	\$25,400
22-Jan	1,478	384	1,094	\$109,400	\$87,400	\$22,000
22-Feb	1,913	368	1,542	\$154,200	\$121,700	\$32,500
22-Mar	2,247	435	1786	\$179,000	\$135,600	\$43,400
22-Apr	1,250	239	1011	\$101,100	\$66,200	\$34,900
22-May	1,924	408	1516	\$151,600	\$37,400	\$114,200
22-Jun						\$0
Total	13,389	3301	10,045	\$1,004,400.00	\$703,900	\$300,500

The Police Department is requesting that the revenue funds in the Photo Enforcement GL account be utilized to provide a step/stipend to all Public Safety personnel. The cost for this incentive has no financial impact on the FY23 budget and does not deplete all the revenues in the GL account.

Amount Requested \$143,000(FY 22) \$296,000(FY 23)

Budget Line-Item Police & E911Salaries/Wages 100-31100-1101-00-00-00/100-31400-1101-00-00-00 Photo Enforcement Program 100-14010-0007-76-04-00 23275

The City Manager would like to utilize some of the red-light photo revenue to hire SRO for schools and upgrade security.

Councilmember Javed stated city needs to continue hiring police officers and finding ways to retain existing personnel.

Staff Recommendation: The Governing Body approve and authorize the City Manager and Chief of Police to utilize surplus funds in FY22 to provide a one-time stipend to all Police Department personnel who were with the City in FY22 and still with us today at a not to exceed amount of \$143K.

MOTION: Councilmember Hampton moved that The Governing Body approve and authorize the City Manager and Chief of Police to utilize surplus funds in FY22 to provide a one-time stipend to all Police Department personnel who were employed by the City in FY22 and are still employed by the city for an amount not to exceed \$143K.

SECOND: Vice Mayor Banks

VOTE: Yes: Hampton, Banks, Amaya, Javed, Mensing, Moore, Rishell

MOTION: Councilmember Moore moved that the Governing Body approve and authorize the City Manager to utilize revenues from the City's Photo Enforcement Program to provide a stipend to all Public Safety staff in FY23 for an amount not to exceed amount of \$296K.

SECOND: Councilmember Hampton

VOTE: Yes; Moore, Hampton, Amaya, Banks, Javed, Mensing, Rishell

10. Manager Report:

Budget ordinance will be brought to Governing Body June 28, 2022 based on a tax rate of \$1.45. Governing Body believes the \$.8 cent reduction to tax rate is very important to residents. Governing Body could choose to take a one cent revenue from tax rate to give public safety a \$4,000 raise. The general assembly budget is not changing too much. Staff knows what the budget impacts are.

Voucher program: \$38,500 going to our residents. There were 2,000 vouchers in Round 1. City ran out of vouchers in Round 2 and will be ordering more vouchers with longer timeline for Round 3.

City Manager thanked city staff for all the hard work on the Naylor Street dedication.

Councilmember Hampton would like to see the city have a Manassas Park day. Martha Collier stated in the past we had a month event leading up to celebration of Manassas Park. Celebrate all the different events coming up that year. City Manager stated once we have a downtown, we can have more events.

Parking signs for commercial vehicles: staff is still working on getting cost estimates on the signs. City put a solicitation out and that should be back by 15th of July.

11. Closed Meeting Paragraph of Va. Code § 2.2-3711A Paragraph 8 at 9:13 PM:

MOTION: Councilmember Amaya moved that the Governing Body go into closed meeting (i) to discuss and consider the disposition of City-owned real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City, (ii) to consult with the City Attorney regarding contract negotiations with GH City Center LLC to amend the Deed of Ground Lease and Parking Agreement for parking lots located on City Hall and Conner House parcels, (iii) to consult with the City Attorney regarding contract negotiations with Aksoylu Properties, L.L.C. to amend the Purchase and Sale Agreement for the Conner House parcel, and (iv) to discuss and consider the lateral transfer of a City employee, pursuant to Paragraphs 3, 8, and 1, respectively, of Subsection 2.2-3711A of the Code of Virginia.

SECOND: Councilmember Hampton

VOTE: Yes: Amaya, Hampton, Banks, Javed, Mensing, Moore, Rishell

12. Return to Open Meeting and Certification at 9:43pm:

MOTION: Councilmember Amaya moved to approve Resolution:
WHEREAS, the Governing Body of the City of Manassas Park has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and
WHEREAS Section 2.2-3712(d) of the Code of Virginia requires a certification by this public body that such closed meeting was conducted in conformity with Virginia law.
NOW THEREFORE BE IT RESOLVED that the Governing Body of the City of Manassas Park hereby certify that, to the best of each member's knowledge,
(i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed, or considered in the meeting by the public body.
SECOND: Councilmember Mensing
VOTE: Yes: Amaya, Mensing, Hampton, Banks, Javed, Moore, Rishell

13. Adjournment: 9:03PM:

MOTION: Councilmember Hampton
SECOND: Councilmember Amaya
VOTE: Yes: Hampton, Amaya, Banks, Javed, Mensing, Moore, Rishell

Approved July 19, 2022

Jeanette Rishell, Mayor

Lana A. Conner, City Clerk



CITY OF MANASSAS PARK
Planning Commission
Public Hearing & Public Meeting Items

Wednesday, August 10, 2022
7:00 PM

Staff Report

Waivers Associated with
Site Plan, SP#20-02, WAI#20-2A-F and PFW#20-2A and B, 8-Acre Phase II

Planning Commission Recommendation to Zoning Administrator for
Site Plan, SP#20-2 and Subdivision Plan, SD#20-2, 8-Acre Phase II

Applicant: Manassas Park LLC

Location: Approximately 700 feet south of the Euclid Avenue and Manassas Drive intersection, identified as Tax Map # 24-A-1C

Acreage: 3.8 acres

Zoning: MU-D, Downtown mixed-use district

Comprehensive Plan Designation: City Center Redevelopment District

Surrounding Land Use & Zoning:

	Zoning	Current Use	Comprehensive Plan Land Use Designation
North	B-2/R-2	B-2: Auto Sales/Repair and Office R-2: Townhouses	City Center Redevelopment District and Multi-Family
South	N/A	Prince William County Schools	N/A
East	MU-D	Office and Apartment Buildings	City Center Redevelopment District
West	R-2	Townhouses/Condos	Multi-Family

Proposed Development: The property is a 3.8 acre vacant parcel located on the east side of Euclid Avenue between Conner Drive and Manassas Drive. The master plan associated with the subject property was approved by the Governing Body on April 30, 2019 to allow development of a 110 unit apartment building and a three story office building of approximately 45,000 square feet. In addition, 325 parking spaces are required along with 40 time restricted parking spaces of no more than 3 hours between 8 am and 5 pm, Monday through Friday.

As shown on the site plan, the property is to be developed with a 110 unit apartment building and a 44,903 square foot, three-story office building. There are 325 parking spaces with 41 of them designated as time restricted. Nadia Street is proposed to be extended to Euclid Avenue, where a right-in/right out access is being provided. In addition, a dedicated right turn lane will be constructed on Euclid Avenue to accommodate traffic generated by the development.

The applicant is also proposing to subdivide the property into two parcels as shown on the subdivision plat. Each building will be on a separate lot. The lot with the office building will be 1.77 acres in size and lot containing the apartment building will be 1.98 acres. A shared parking agreement between the two parcels will be required so the provided parking serves both uses. There is also a proposed 30 foot ingress/egress easement that straddles the two parcels, so public access is provided on Nadia Street since it is a private road. In addition, a 2,539 square feet right-of-way dedication is being provided to accommodate the proposed right turn lane on Euclid Avenue. The proposed plat meets the minimum requirements set forth in the Subdivision Ordinance.

Stormwater Management: As allowed under Article III of Chapter 8, Stormwater Management and Control, of the City Code, stormwater quality and quantity for the site is being regulated under the grandfathered provisions. Therefore, two off-site ponds will address stormwater for the site. One is in the Conner Center, known as Pond 1, and the other is located on the abutting Prince William County Schools property.

The site plan shows that there will be some modifications to the Prince William County Schools' pond. To that end, the applicant submitted a site plan to the county for this work. This plan was approved by the Prince William County Division of Development Services on October 13, 2021.

Waivers: To achieve the layout shown on the site plan, six Zoning Ordinance and two Public Facilities Manual waivers are required. A detailed list of the proposed waivers can be found in Attachment B. For simplicity, description and justification of the waivers are grouped by subject matter.

Waiver of the MU-D, Downtown mixed-use district impervious surface coverage (WAI#20-02A): The requested waiver increases the maximum impervious surface coverage in the MU-D district from 75% to 81.5%. Note that the coverage requirement excludes swimming pools, tennis courts, and other hard surface recreational uses. Since the applicant intends to subdivide the property into two parcels, creating a separate lot for the office and apartment building, the coverage calculations are also provided per lot. The lot containing the office building will have an impervious coverage of 86.1% and the other lot with the apartment building proposes an impervious coverage of 77.4%. This lot coverage waiver is being requested to allow flexibility in site design. To accommodate the 325 spaces required by the master plan and extend Nadia Street to Euclid Avenue, an increase in impervious surface coverage is necessary. Since the purpose of the MU-D district is to allow functionality and flexibility as part of a development proposal, this impervious surface coverage waiver will provide the flexibility needed to achieve the amount of parking and network of street desired in the City's downtown.

Parking Waivers (WAI#20-02B, WAI#20-02D and WAI#20-02E): The approved master plan shows 325 parking spaces for the site. To accommodate this number of spaces, modifications to the required area and dimensions of a parking space are necessary. Off-street parking spaces are required to have a minimum area of 162 square feet and the dimensions of 9 feet by 18 feet. The applicant is requesting a waiver of the parking space standards by decreasing the handicap space area to 144 square feet and the dimensions to 8 feet by 18 feet and all other parking spaces to an area of 153 square feet and the dimensions of 8.5 feet by 18 feet.

The American with Disability Act (ADA) parking space requirements allow for spaces to be a minimum 8 feet in width provided there is a 5 foot wide access aisle area. Van accessible ADA spaces can also be 8 feet wide, provided the access aisle is also 8 feet in width. As shown on the site plan, the two van accessible and seven standard handicapped parking spaces meet these minimum requirements. Since the proposed handicapped spaces are in compliance with the ADA standards, staff is supportive of this one foot reduction to these spaces.

All other parking spaces on the site are proposed to be 8.5 feet in width, which is a reduction of only six inches to the required width of 9 feet. Having an 8.5 foot wide parking space is an acceptable parking space standard and is not without precedent. Fairfax County's required parking space width is 8.5 feet. In addition, parking spaces in the proposed VRE garage will be 8.5 feet wide. The Governing Body granted this waiver in 2017. Since flexibility in site design is encouraged in the MU-D district, the reduction in width and area to the parking spaces for the site is reasonable and this reduction in parking space width accommodates the required number of parking spaces shown on the approved master plan.

The applicant is also requesting a reduction in the parking rate for the apartment building. The current requirement for multiple-family dwellings is 1.75 spaces per unit plus 1 space for every 10 units. The requested parking rate is 1.5 spaces per dwelling unit plus 1 space for every 10 units. This request reduces the number of parking spaces for the apartment building from 204 to 176 resulting in a loss of 28 spaces. Because there is an apartment and office building proposed for this development, the total number of parking spaces is calculated based on the parking rate for each use. For the office building, the applicant parked this building using the medical office rate of 1 space for every 250 square feet. The non-medical office parking rate is 1 space for every 300 square feet. If the office building was parked at the non-medical office rate, the required number of spaces would be 116 as opposed to 139, a difference of 23 spaces. Staff does not anticipate that medical office will be the sole use in the building. Therefore, the amount of parking provide for the office will most likely exceed the number of required spaces based on the actual uses in the building. Furthermore, a shared parking agreement is required as part of the site plan approval process. As such, both uses have the ability to park in any of the spaces shown on the site plan.

Regarding the parking rate reduction for the multiple-family dwellings, all existing apartment buildings in the City are parked at the requested rate of 1.5 spaces per dwelling unit plus 1 space for every 10 units. This rate was also used for the sister apartment building constructed in Phase 1, known as Ardena Manassas. Staff has not received complaints regarding inadequate parking at any of the City's apartment complexes. It appears that the requested rate serves the parking needs of the apartment tenants. Given the likelihood that not all the office space will be occupied with medical uses and the 1.5 rate per dwelling unit appears to be adequate for multiple-family dwellings, staff believes there will be adequate parking for the site and is supportive of the proposed waiver.

A waiver to the bicycle parking rates is also being requested. The City's bicycle parking requirements for this site would be 28 spaces (1 space for every 4 units) for the apartment building and 29 spaces (1 for every 1,200 gross square feet) for the office building. The applicant is requesting a reduction to the bicycle parking based on the rate of 1 space per 3,500 gross square feet for office and 1 space per 5 units for multiple-family dwellings, for a total of 32 spaces. By comparison, a bicycle parking waiver was granted for the Village at Manassas Park development at the rate of 1 space per 5,000 square feet of commercial and 1 space for every 25 residential units. The proposed bicycle parking waiver is appropriate for this site given the reduction in bicycle parking rates for a recently approved mixed-use development in the City's downtown.

Landscaping Waivers (WAI#20-02C and WAI#20-02F): The requested waivers modify the interior and peripheral parking lot landscaping requirements in favor of the parking lot landscaping shown on the site plan. The parking lot landscaping requirements are tailored more towards a suburban site design. To achieve a functional site layout, the required 9 foot by 18 foot landscaping bays and the 10 foot wide peripheral landscaping strip need to be reduced. Although there is a significant reduction to the number and size of the parking lot landscape islands, the ones shown on the site plan achieve the desired result of breaking up vast parking areas with landscaping. In addition, the required perimeter landscape strip is being reduced in width from 10 feet to 5 feet. The required number of trees and shrubs are being provided in the reduced landscaping strip. It does appear that the vegetation will be viable, since the abutting properties have green space along their property line. The amount of parking available to the proposed residents and office uses would be reduced substantially if the landscaping requirements were provided.

PFM Waivers (PFW#20-02A & PFW#20-02B): As provided in the Public Facilities Manual (PFM), any waiver of the PFM regulations requires approval of the Governing Body. The requested PFM waivers are related to the proposed continuation of an existing private road, Nadia Street. These waivers would allow no sidewalks on either sides of the street and permit an excess of 700 vehicles per day on Nadia Street. Consistent with the design and layout of the first phase, sidewalks are not being provided on either side of the street for Phase II. Given the site layout, required sidewalks on both sides of the street would disrupt the overall design of the development. Furthermore, sidewalks are being provide along the perimeter of the proposed office and apartment building, and there are several proposed crosswalks that allow pedestrians to walk from Euclid Avenue to the existing building at 100 Nadia Street, and ultimately to Manassas Drive.

Constructing this segment of Nadia Street will create a new vehicular and pedestrian access that ultimately connects Euclid Avenue to Manassas Drive. As such, it is estimated that there will be 2,194 vehicle trip per day on Nadia Street, far exceeding the current maximum of 700 daily vehicles. Given this private road segment will contribute to the network of streets in the downtown, limiting the number of vehicles per day is unreasonable and contrary to traffic management in mixed-use areas. The requested modification provides flexibility in creating an interconnected private street network that is essential in a mixed-use urban environment.

Staff Comment: The subject site plan, SP#20-2 conforms to the master plan, which was approved by the Governing Body on October 13, 2019. To implement the layout shown on the master plan, waivers to lot coverage, parking, landscaping, daily vehicle limits and sidewalk requirements are necessary. Modifications to development standards can be appropriate if the proposal conforms to the desired uses identified in the Comprehensive Plan and fulfills or exceeds the intent of the zoning district in which the property is located. As shown on the future land use map of the Comprehensive Plan, the site is in the City Center Redevelopment District. The goal of this district is to provide a commercial/office/civic

activity center that is supplemented by multi-family residential uses and adequate parking. Since the property will be developed with a 3 story office building, a 110 unit apartment building and sufficient parking, the uses envisioned in the Comprehensive Plan are certainly being provided. Furthermore, the property is zoned MU-D, Downtown mixed-use district. Development of office and multi-family residential uses is encouraged. To establish the desired use on specific sites, creative, functional and flexible site design may be required. As provided in Sec. 31-17.A(a), the purpose of the MU-D district, is to develop master plans that integrate creativity, innovation, functionality, and flexibility. Since the development expands the mix of uses provided in the downtown and contributes to a vibrant and economically dynamic area in Manassas Park, staff can support the waivers as proposed. If the waivers are approved, the site plan will meet the zoning requirements necessary for approval. All engineering requirements for the site plan have been met.

Staff Recommendation: Three separate actions are requested of the Planning Commission.

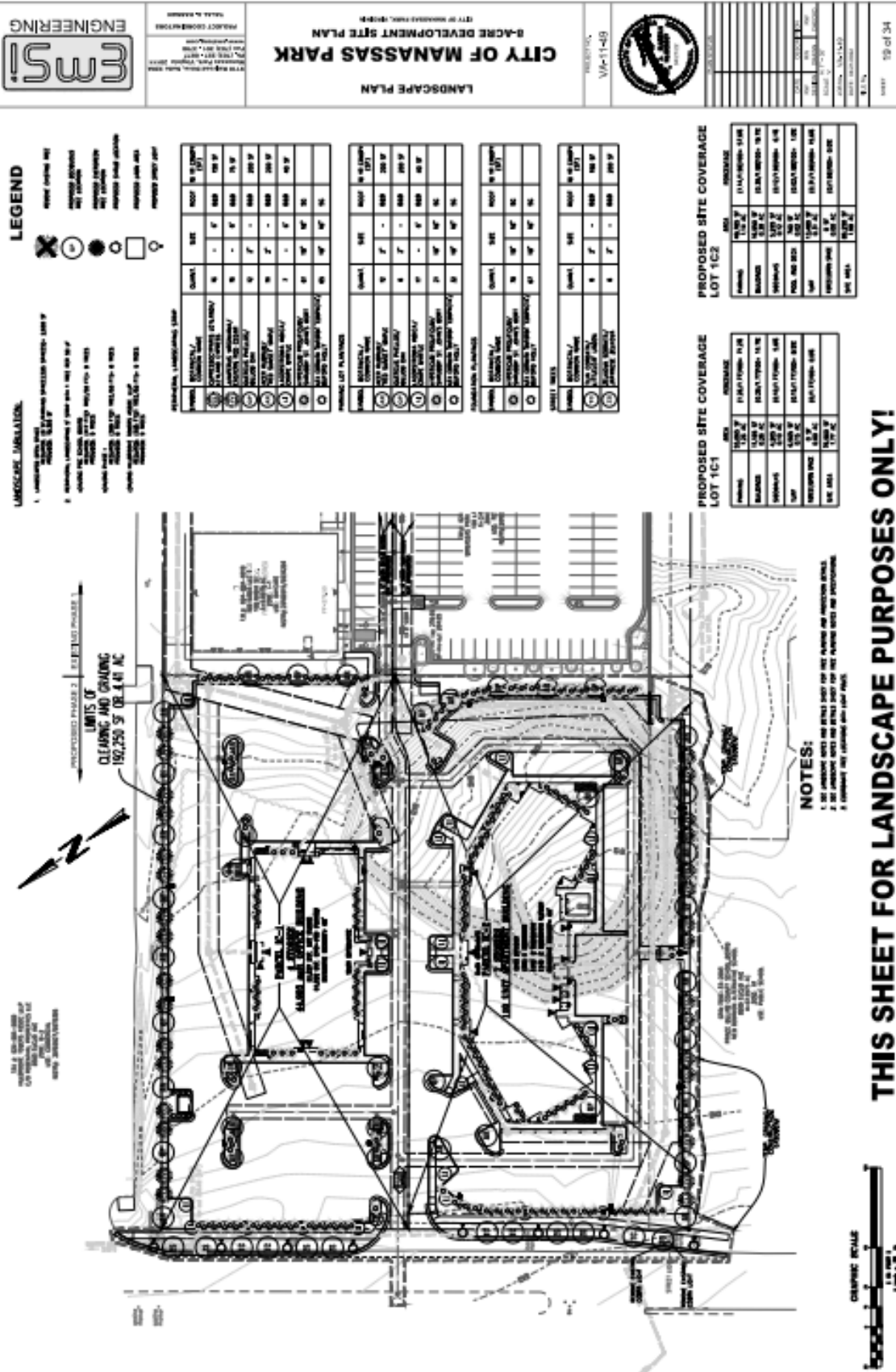
- 1) For the Public Hearing items: That the Planning Commission recommend to the Governing Body approval of Waivers, WAI#20-02A through WAI#20-02F and PFW#20-2A and PFW#20-2B.
- 2) For the Site Plan: That the Planning Commission recommend to the Zoning Administrator approval of Site Plan, SP#20-02, 8-Acre Phase II.
- 3) For the Subdivision Plat: That the Planning Commission recommend to the Zoning Administrator approval of Subdivision Plat, SD#20-02, 8-Acre Phase II.

Attachments:

- A. Adopted Master Plan, 8-Acre Phase II
- B. List of Waivers, 8-Acre Phase II
- C. Site Plan, 8-Acre Phase II
- D. Landscape Plan, 8-Acre Phase II
- E. Subdivision Plat, 8-Acre Phase II



Waiver #	Code Section	Summary of Requirement	Proposed Modifications/Waivers
WAI#20-02A	31-17.A(g)	Impervious surface coverage in the MU-D district cannot exceed 75% of the total gross area of the development.	To increase the impervious surface coverage to 81.5% as shown on Site Plan, SP#20-02.
WAI 20-02B	31-27(b)(1)	Parking spaces require an area of not less than 162 square feet and dimensions of at least nine 9 feet by 18 feet.	To reduce handicap parking spaces to an area of 144 square feet and dimensions of 8 feet by 18 feet and all other parking spaces to an area to 153 square feet and dimensions of 8.5 feet by 18 feet, as shown on Site Plan, SP#20-02.
WAI#20-02C	31-27(b)(10)	A parking bay shall not be constructed to a length of more than 90 feet without constructing a landscape island of at least 9 feet in width and 18 feet in length.	To modify this requirement as shown on Site Plan, SP#20-02.
WAI#20-02D	31-27(c)	Off-street parking requirements for multiple-family dwelling units are 1.75 spaces for each unit, plus 1 space for each 10 dwelling units.	To decrease the multiple-family off-street parking rate to 1.5 spaces per dwelling unit, plus 1 space for each 10 dwelling units.
WAI#20-02E	31-27(e)(4)	Required bicycle parking for office use is 1 space/1,200 gross square feet and 1 space/4 multiple-family dwelling units.	To modify bicycle parking to 1/3,500 gross square feet for office and 1 space/5 units for multiple-family dwellings.
WAI#20-02F	31-33(g)(2)	Peripheral landscaping is required along any side of a parking lot that abuts adjoining property, that is not a right-of-way, such that a landscaped strip 10 feet in width shall be located between the parking area and the abutting property lines, except where driveway or other openings may be required.	To reduce the peripheral landscape strip to five feet in width.
PFW#20-02A	Section 401.03(c); Section 404; Plate IV-A, Note 8	Maximum of 700 vehicles per day for private streets.	To waive the 700 vehicles per day limit.
PFW#20-02B	Section 401.12	Sidewalks are required on both sides of the street.	To not provide sidewalks on both sides of the street.





Goals, Objectives & Action Strategies

Goal P1 The ~~city~~City will operate and maintain water, sanitary sewer storm sewer and solid waste management systems that meet the current and future needs of the ~~city~~City as well as its obligations to the overall region. ~~The city will encourage high quality access to public utilities provided by other systems.~~

Objective P1

Provide efficient and effective management of the water supply system and both sanitary and storm sewers to meet the current and future needs of the ~~city's~~City's residents and businesses.

Action Strategy P1.1 Develop a master plan for water distribution sanitary sewer and storm sewer systems.

Action Strategy P1.~~42~~ Ensure that development and redevelopment within the ~~city~~City do not occur at a rate which exceeds the ~~capabilities~~capacity of the ~~city's~~City's water and sewer systems to provide high quality service.

Action Strategy P1.~~23~~ Increase the use of technological innovations to operate, monitor and maintain the ~~city's~~City's water and sewer utilities, such as upgrade water meters and monitoring systems.

Action Strategy P1.~~34~~ Design and implement stormwater management projects according to the requirements of the Manassas Park Public Facilities Manual, the Virginia Department of Environmental Quality and other relevant state and national standards.

Action Strategy P1.~~45~~ Continue to limit development and redevelopment in areas located in the 100-year flood plain.

Action Strategy P1.~~56~~ Update the Public Facilities Manual to reflect or exceed the latest standards set forth by state and federal regulatory agencies.

Action Strategy P1.6 ~~Ensure developments or redevelopments~~Encourage best practices that exceed the standards ~~follow or exceed guidance~~ provided in the Public Facilities Manual.

Objective P2

Provide economically and environmentally friendly systems of high quality drinking water to all residents and businesses in the ~~city~~City. Ensure an adequate water supply, transmission means, storage facilities, water pressure, and distribution system capable of serving all existing and proposed developments.

~~Action Strategy P2.1 Continue to upgrade and maintain the city's well system to maintain a high quality source of water from city resources.~~

Action Strategy P2.21 Rehabilitate deteriorating water lines to provide safe, clean drinking water and adequate water for fire protection.

Action Strategy P2.32 Negotiate economically feasible expansions of capacity rights with Prince William County, Fairfax County and the City of Manassas in order to provide for the projected needs of the ~~city~~City.

~~Action Strategy P2.4 Weigh costs and benefits of continuing to maintain existing wells and storage tanks versus purchasing added capacity from neighboring jurisdictions.~~

Action Strategy P2.53 ~~Identify ways to~~Encourage ~~reduce~~reduction in water consumption by each household and business to conserve natural resources and minimize capacity needs.

Action Strategy P2.64 Protect the water quality of nearby rivers, streams and other bodies of water by providing efficient stormwater best management practices (BMPs) to control run-off.

Objective P3

Ensure adequate and cost effective water supplies and capacities to support planned growth and development.

Action Strategy P3.1 Maintain the 100 gallons per person per day guideline set forth ~~in the Public Facilities Manual~~by the American Water Works Association for provisions of water with a peak factor of 1.5 times the estimated average day demand to determine maximum daily demand.

Action Strategy P3.2 Maintain the standards set in the Public Facilities Manual for fire protection flow pressure (See also Chapter 10, Public Safety).

~~Action Strategy P3.3 Test for groundwater contamination throughout the city on a regular basis, particularly near city well sites.~~

Action Strategy P3.43 ~~Provide~~Evaluate the need for additional fire hydrants to provide a convenient water supply for fire protection.

~~Objective P4~~Objective P4A

~~Ensure adequate sanitary sewer collection system capacity based on planned development and redevelopment.~~

~~Action Strategy P4A.1 Identify and implement cost effective Infiltration and Inflow (I/I) projects to reduce demands on the sanitary sewer collection~~

system.

Action Strategy P4A.2 Develop a Sanitary Sewer System Master Plan that reflects ultimate development conditions and projected (I/I).

Action Strategy P4A.3 Implement the Sanitary Sewer System Master Plan projects through the City's Capital Improvement Program.

Action Strategy P4A.4 Closely monitor changes in sewage flows and actively participate in capacity planning at the Upper Occoquan Service Authority treatment facility to ensure adequate capacity to meet the City's sewage treatment needs.

Objective P4B

Develop a storm drainage strategy that acknowledges certain storms will generate more runoff than any design standard can accommodate, and when the capacity of the stormwater collection system is exceeded, localized flooding will occur. Minimize threats to public health and safety by maintaining and upgrading the stormwater collection system based on that acknowledgement.

Action Strategy P4B.1 Develop a Storm Sewer System Master Plan based on studies of individual drainage basins.

Action Strategy P4B.2 Review site plans for provision of overland relief for circumstances in which the storm sewer capacity is exceeded.

Action Strategy P4B.3 Implement projects identified in the City's Municipal Separate Storm Sewer System (MS4) permit.

~~Ensure adequate sewer capacities based on the planned new development and redevelopment.~~

~~Action Strategy P4.1 Encourage innovative demonstration projects for stormwater runoff control, e.g., composting.~~

~~Action Strategy P4.2 Change sewer plans based on planned development to supply adequate service.~~

~~Action Strategy P4.3 Ensure adequate sewage capacity allocations from the Upper Occoquan Sewage Authority to meet anticipated needs.~~

~~Action Strategy P4.4 Plan and design sewer facilities in accordance with the standards set forth in the Public Facilities Manual.~~

~~Action Strategy P4.5 Provide adequate stormwater control facilities throughout the city.~~

~~Action Strategy P4.6 Place stormwater drainage facilities using best management practices (BMPs) to minimize future problems for developed or redeveloped sites.~~

~~Action Strategy P4.7 Rehabilitate the sanitary sewer system to minimize infiltration and inflow (I&I) on a planned schedule, with 5% of the total system rehabilitated each year.~~

Objective P5

Provide adequate access to utilities provided by other systems, ~~e.g., such as~~ electricity, ~~high-speed~~ telecommunications, and natural gas.

Action Strategy P5.1 Provide adequate access to high-speed communication utilities in keeping with the regional emphasis on technology ~~and investigate new technologies as they become available.~~

Action Strategy P5.2 Coordinate ~~planning of the expansion of existing or the installation of new public utilities not provided by the City~~ ~~others with when amending~~ the Future Land Use Plan and Map.

Action Strategy P5.3 ~~Avoid interference caused by radio, television, and other telecommunications receivers~~ Foster a relationship between the City and other public utility companies to enhance cooperation and collaboration during natural disasters or other infrastructure failures.

Objective P6

Ensure that the Capital Improvements Program (CIP) and the operating budget provide sufficient funds to support the maintenance needs of ~~city~~ City water, sanitary sewer, storm sewer and solid waste management services.

Action Strategy P6.1 During the rezoning process, encourage applicants to proffer improvements that would offset the impacts of the proposed development on existing City operated public utilities. Ensure proffers are used whereby developers and redevelopers contribute funds to support public facilities directly impacted by their development proposals.

Action Strategy P6.2 Ensure new developments ~~and or~~ redevelopments in the ~~city~~ City cover the costs associated with expanding capacity and contribute to the other needs of the water, sanitary sewer, storm sewer and solid waste management ~~and sewer~~ systems.

Action Strategy P6.3 Periodically ~~Analyze~~ the costs of ~~city~~ City water, sanitary sewer, storm sewer and solid waste management systems to determine ~~the benefits of contracting these functions to other organizations~~ the most cost effective way to providing those services.

Action Strategy P6.4 ~~Use the city's CIP to plan when, where, and~~

~~how to develop and improve city water, sewer and waste management facilities and services. Identify and prioritize projects through a master planning process to improve the City's water, sanitary sewer, and storm sewer systems and implement the recommendations using the City's Capital Improvement Program (CIP).~~

Objective P7

Provide cost-effective trash collection services that take advantage of recycling opportunities and explore ways of reducing the quantity of trash.

Action Strategy P7.1 Continue providing a curbside collection program for recyclable materials ~~and study ways to expand the programs required by the Commonwealth of Virginia.~~

Action Strategy P7.2 Continue ~~the existing program of~~ providing cost effective curbside collection of leaves.

Action Strategy P7.3 Provide opportunities for ~~dropping off/disposing of recyclables~~ ~~recyclable materials~~ in public areas, ~~city~~ City facilities and at all ~~city~~ City functions.

Action Strategy P7.4 Continue to encourage citizens and businesses to participate in all recycling and hazardous waste collection programs by instituting an effective outreach program.

~~Action Strategy P7.5 Increase the current low level of recycling in the city to the State-mandated level of 25% through outreach and incentives.~~

Action Strategy P7.6 Annually evaluate the performance of the solid waste and recycling contractor ~~Provide economical trash and recycled waste pickup for all city residents at least once time per week by closely monitoring, controlling and, if necessary, replacing the contractor providing such service to determine value of service.~~

Objective P8

Minimize the visual impact of public utilities and their associated structures ~~related buildings~~ on neighboring properties. ~~This includes those owned and operated by both the city and by other systems.~~

Action Strategy P8.1 ~~Provide for~~ Ensure proposed public utility structures, equipment and storage yards have the sufficient screening and vegetative buffering to reduce the visual impact of proposed utility structures on neighboring properties.

Action Strategy P8.2 Minimize the visual impact of ground transformers and distribution boxes by careful positioning them in the built environment.

Action Strategy P8.3 Ensure future power and communication equipment areas buffer nearby residences from noise and other hazards.

Action Strategy P8.4 ~~Place~~ Co-locate utility structures such as ~~electrical~~ transmission poles, ~~telecommunication hub~~ towers, and ~~electrical~~ substations ~~and other related equipment in the same location~~ to minimize their ~~ir~~ visual impact, ~~especially and the impact~~ on adjacent properties.

~~Action Strategy P8.5 Minimize the visual impact of buildings, storage facilities and equipment on adjacent properties.~~

Action Strategy P8.6~~5~~ Place utilities underground, preferably along existing or planned utility or road rights-of-way and on lot lines, to ~~minimize their impact on neighboring properties~~ reduce street clutter.

Action Strategy P8.7~~6~~ Place above-ground transmission lines along railroad rights-of-way to minimize impacts on neighboring properties.

Action Strategy P8.8~~7~~ Use existing towers, water storage tanks, tall buildings and poles to ~~support cellular antennae and utility lines to minimize the need for new towers and poles~~ co-locate wireless telecommunication facilities.

~~Action Strategy P8.9 Position water, sewerage, storm drainage, power and communication structures to minimize adverse visual impacts on nearby properties.~~

~~Action Strategy P8.10 Co-locate poles, towers and equipment buildings to minimize their impact on nearby properties in accordance with the policies found in the Public Facilities Manual.~~

Action Strategy P8.11~~8~~ Mitigate the impact of public and private utilities on the natural environment ~~and by avoiding~~ environmentally sensitive areas, ~~e.g., such as~~ wetlands, meadows, mature forests, trees, and streams, etc.

~~Action Strategy P8.12 Minimize the impact of sewer lines on the natural environment (e.g., stream valleys, wetlands, and wooded areas.~~

~~Action Strategy P8.13 Provide screening and buffering around water, sewer and other public works facilities to minimize their impact on nearby properties.~~

~~Action Strategy P8.14 Locate pumping stations in well-buffered, attractively designed structures to minimize their impact on neighboring properties.~~

~~Action Strategy P8.15 — Develop telecommunications policies, procedures and implementation measures for the city.~~

Objective P9

Maintain Public Works equipment and building as well as ~~city~~ City vehicles to enhance their operation and minimize repair costs.

Action Strategy P9.1 Maintain and upgrade vehicles and equipment on a regular basis to include street sweepers, water/sewer vacuum, flush truck, road graders, trucks, and the like, ~~systematically~~ to spread costs over a number of years and to minimize large expenditures from unexpected vehicle breakdown.

Action Strategy P9.2 Maintain ~~a the~~ Public Works facility to ensure effective and efficient operations of crew, equipment and supplies. ~~accommodate and service city vehicles from the public safety fleets, departmental vehicles and city equipment as well as administrative functions.~~

Action Strategy P9.3 ~~Improve the Public Works yard and garage; develop a vehicle/equipment replacement schedule; improve record keeping; develop a Fleet Business Plan; and follow other “Best Practices” for fleet programs as recommended by the December 2003 “City of Manassas Park, Virginia Report on Vehicle Maintenance Study”.~~ Upgrade the Rugby Road materials storage yard by asphaltting the surface, installing material bins and sheltering specific products vulnerable to water and wind erosion.

Objective P10

Maintain a clean street system and provide for the prompt removal of snow, ice, and post-storm salt and sand.

Action Strategy P10.1 ~~Develop~~ Maintain and refine an efficient the snow-removal plan for ~~all existing and new public~~ streets.

Action Strategy P10.2 Sweep all streets on a regular cycle with a goal of sweeping, at least once per month ~~from between~~ March through November.

Action Strategy P10.3 Develop ~~tree~~-maintenance guidelines for trees and vegetation along the public rights-of-way ~~city streets, water lines and sewers~~, setting forth clear lines of responsibilities for the ~~city~~ City and adjacent property owners.