

OFFICIAL MINUTES OF THE MANASSAS PARK GOVERNING BODY MEETING  
HELD ON TUESDAY, DECEMBER 9, 2008 AT 7:00 PM AT CITY HALL, ONE PARK  
CENTER COURT, MANASSAS PARK, VIRGINIA

**1. Roll Call:** Bryan Polk, Vice Mayor  
Cyndi Gardner  
William J. Treuting, Jr.  
Suhas Naddoni  
Peter Farrell, Council-elect

**Absent:** Frank Jones, Mayor  
Michael Bunner  
Fran Kassinger

**Staff Present:** Lana A. Conner, City Clerk  
Mercury Payton, City Manager  
Dean Crowhurst, City Attorney

**1. Approval of Agenda:**

**MOTION:** Councilmember Treuting moved to approve Agenda with following: 4a Neighborhood Watch Representative will be continued to January 2009 meeting and Proclamation for January as National Mentoring Month will be added as 4a. Request for Closed Meeting will not be needed so 7, 8, and 9 will be removed from agenda. Request to take action on Conditional Use Permit 09-08 and WAI #09-10 and add as Item 7 under New Business.

**SECOND:** Councilmember Gardner

**VOTE:** Unanimously passed

**2. Public Hearings:**

**2a. Granting a telecommunications franchise in the City: Verizon:**

**NOTICE OF PUBLIC HEARING  
CITY OF MANASSAS PARK, VIRGINIA**

Notice is hereby given that the Governing Body of the City of Manassas Park will hold a public hearing on Tuesday, December 9, 2008 at 7:00 p.m., or as soon thereafter as possible, for the purpose of receiving public comment and considering an ordinance granting a telecommunications franchise in the City of Manassas Park. A copy of full text of the proposed ordinance is available for viewing at the City Clerk's office at City Hall, One Park Center Court, Manassas Park, Virginia between the hours of 8:30 a.m. and 5:00 p.m., Monday - Friday, and on the City's website at [www.cityofmanassaspark.us](http://www.cityofmanassaspark.us).

The City invites bids for the franchise to be granted in the ordinance. All bids shall be in writing and delivered in a sealed envelope, with "TELECOMMUNICATIONS FRANCHISE BID" clearly printed on the outside, to the City Manager at City Hall no later than 2:00 p.m. on Friday, December 5, 2008, at which time the bids will be opened in public and reviewed.

Public hearings are held in the Council Chambers at City Hall. The public is encouraged to attend this hearing and provide comments on the proposed ordinance.

For publication: October 29, November 12, November 26, and December 3, 2008

The City Attorney stated this is a telecommunications franchise. Verizon is the only applicant that submitted a proposal in response to the RFP. The existing Verizon telecommunication agreement expires December 20, 2008 and they would like to renew the agreement. This is substantially the same agreement as the Fiber Life Agreement but it has a fifteen year term instead of five year term. State law requires a Public Hearing on anything greater than five years.

A Representative from Verizon was present to answer any questions.

Vice Mayor Polk opened the Public Hearing.

Citizens wishing to address Public Hearing:

There were no citizens wishing to address this Public Hearing.

Close Public Hearing:

**MOTION:** Councilmember Treuting moved to close Public Hearing at 7:05 pm.

**SECOND:** Councilmember Gardner

**VOTE:** Unanimously passed

This item will be on December 16 agenda for approval.

**2b. City of Manassas Park Community Facility: Conditional Use Permit #09-08 and Waiver Request WAI#09-10:**

Vanessa Watson, City Planner, gave a presentation.

These are two separate requests for the property at Costello Park. The CUP is requesting a park be allowed in the R-1, Single Family zoning district as referenced in Section 31-15 (d) (7) of the City's Zoning Ordinance. The waiver request is asking for all parking at Costello Park to be considered "shared" and not calculated by each specific use. A site plan for Phase 1 of the construction, which is the Community Facility building and the miracle field was submitted to the Planning Office and was reviewed concurrently. The site is located at 99 Adams Street in Costello Park. There are currently two access points to the property from Spruce and Adams Streets. When Phase 1 of the construction is complete, additional access will be from Tremont Street and Courtney Drive. The site is designated as Recreation and Public & Utilities, in the Comprehensive Plan.

The subject property is zoned R-1, Single Family Residential, and consists of approximately 36.60 acres, identified as tax map numbers 4-A-1, 4-A-2, 4-A-3 and 3-A-1. The site is bordered by the R-1, Single Family Residential zoning district single family residential dwellings on Colburn Drive, Lambert Drive, Yost Street, Runyon Court, Adams Street, Park Place and Old Centreville Road.

Conditional Use Permit, CUP#09-08 - The purpose of the CUP is to allow the city to consider special uses that may be essential or desirable to a particular community, but which are not allowed as a matter of right within a zoning district because of the increased impact of such uses. Approval of a CUP requires public hearings before both the Planning Commission and the Governing Body. Public or governmental buildings and uses, including schools, fire and police stations, parks, playgrounds, and administrative buildings are a permitted use in the R-1 zoning district only with an approved CUP. Please refer to Attachment A for the proposed conditions, dated November 26, 2008, and to Attachments B, C, & D for the CUP exhibits.

Waiver request, WAI#09-10 - This request is asking for consideration to waive the City Code Section 31-27 that requires parking calculations to be conducted and provided for each specific use (Attachment E). The applicant would like to continue the use of the parking for the entire Park facility as "shared" parking. This practice has been done for the life of the Park and has been found to be successful. There is a significant amount of foot/bike traffic in the Park, with a bus stop one block away on Manassas and Courtney Drives.

The applications are consistent with the Public & Utilities and Recreation designations in the Comprehensive Plan. The proposal is consistent with the goals and strategies outlined in the Comprehensive Plan for promoting the use of land in a manner harmonious with other uses and the environment. Objectives and action strategies in the Parks and Recreation chapter also specifically speak to "Expand, renovate, or reconstruct the Costello Park Recreation Center to meet future demands". These applications serve to do just that. Stormwater Management will be provided by using a series of bio-retention facilities (rain gardens), which provide a reduction in the quantity of stormwater leaving the site and an increase in the quality of stormwater leaving the site. The rain gardens will retain, filter and slowly release the majority of storms that occur, allowing infiltration to occur to the maximum extent possible. Water from larger storms will be stored and released over a period of 24-48 hours. Care has been taken to design the stormwater management system to prevent any increases in stormwater reaching any adjacent parcels. The rain gardens will also serve as a landscape feature for the community facility.

Erosion and Sediment Control: Sediment traps and other erosion control devices will be installed in the approximate locations shown on the plans prior to or concurrent with the associated phase of the development. Phase 1 of the development utilizes the majority of the existing trees and supplements plantings throughout the site to provide a continuation of green space.

There are several existing access points to the property. Spruce Street, Adams Street both serve the existing park. Once Phase 1 of the project is complete, additional access points will be from Courtney and Colburn Drives.

The PRTC bus system currently has a stop one block away at Manassas & Courtney Drives. The facility does promote pedestrian and bicycle traffic as well, with trails and bike stands. The Planning Commission heard the applications, CUP#09-08 and WAI#09-10 in public hearings held December 1, 2008 and recommends approval to the Governing Body.

CONDITIONAL USE PERMIT CONDITIONS

Applicant: City of Manassas Park Schools and City of Manassas Park  
Conditional Use Permit (CUP) #09-08, City of Manassas Park Community Facility  
City of Manassas Park Tax Map #: 4-A-1, 3-A-1, 4-A-2 & 4-A-3 (the "Property")  
CUP Site Area: ±36.60 acres  
Zoning: R-1, Single Family Residential District  
Date: November 26, 2008

The following conditions are intended to offset impacts of the proposal and to render the application consistent with the applicable chapters of the 2006 Comprehensive Plan. If the conditions of this CUP or the information on the CUP exhibits are in conflict with the Manassas Park zoning ordinance (City Code Chapter 31) (the "Zoning Ordinance") or the Manassas Park Public Facilities Manual (the "PFM"), the more restrictive one shall apply, unless specifically waived in these conditions.

- A. USE PARAMETERS - The use of the Property shall be a Parks and Recreation community facility (the "Community Facility"), which shall include many different types of programs geared toward the needs of City residents, together with related facilities, which may include, but shall not be limited to, the following:
  - 1. Class rooms, meeting rooms and administrative offices
  - 2. Recreational uses, including, without limitation, existing and proposed indoor and outdoor recreation, picnic and play areas, natural trails and other passive and active recreation uses.
- B. COMMUNITY DESIGN - The design of the Community Facility will be in substantial conformance with the architectural renderings attached to this CUP.
- C. SIGNAGE - All signage shall comply with the standards set forth in the Zoning Ordinance and the PFM.
- D. MAINTENANCE OF PROPERTY - The owner/applicant shall maintain the site and shall pick up trash, litter and debris on a daily basis.
- E. ENVIRONMENT
  - 1. Stormwater Management Facility/Best Management Practices (SWM/BMP)  
Stormwater Management shall be provided by using a series of bio retention facilities ("rain gardens"), which will provide a reduction in the quantity and an increase in the quality of stormwater leaving the site. The rain gardens will also serve as a landscape feature for the Community Facility.
  - 2. Screening, Buffering and Landscaping - Where areas exist with vehicular parking aligning with residential properties, additional screening will be supplied to minimize the harmful impacts of motor vehicle headlight glare and/or other artificial light intrusion. The type of screening will be determined at site plan submission by the Planning Director. No disturbance other than the removal/replacement of dead or dying vegetation, the removal of noxious weeds, and/or the addition of supplemental landscaping shall be permitted in the designated screening, buffer and landscaping areas.
- F. TRANSPORTATION
  - 1. Off-Site Parking Prohibition - All vans, buses and other vehicles used to transport visitors and employees to the Community Facility and park area (including ball fields) shall be parked on-site and shall not be parked along surrounding streets in the neighborhood.
  - 2. Handicapped Parking - Handicapped parking spaces and signage shall be provided as required by the PFM.

Vice Mayor Polk opened the Public Hearing.

Citizens wishing to speak:

Charles Compton, 152 Lambert: He stated that according to police there has been increased gang activity and is requesting that a six foot board privacy fence be put between the one block of houses that back up to the property on Lambert Drive and the property.

MOTION: Councilmember Treuting moved to close Public Hearing at 7:11.

SECOND: Councilmember Gardner

VOTE: Unanimously passed

Catherine Morretta, Director of Parks & Recreation stated that this could be considered in the plan as part of improvements. They will be clearing the trees out in certain areas of the park. She cannot address gang activity.

Douglas Ponce, 148 Lambert Drive: In the summer when pool is operational he had people climb over his fence and bushes and shrubs will not keep people from coming onto his property. He has a couple of dogs. He would like to see some type barrier at back of his property.

Councilmember Gardner asked if you could plant trees in front of the fence.

Vice Mayor Polk stated the fencing issue should be addressed as part of the site plan. He stated that gangs will write on a board fence.

Councilmember Treuting stated you can look at the Lambert Drive issue and look at the rest of the fencing issue during the other phases.

Staff will come back with all necessary information about fencing the perimeter in question including cost of fencing, type of fencing in that area and all around the park.

**4. Presentation:**

**4a. Resolution 08-1000-1067: National Mentoring Month: Richard Buchholz:**

On behalf of GRIT (Gang Response Intervention Team) several key area mentoring organizations are forming a Greater Prince William Area Mentoring partnership for the purpose of expanding quality mentoring capacity in the community. Volunteer mentors can greatly contribute to the community by helping at-risk youth reach their full potential as contributors to society rather than users of services. Since January is National Mentoring Month it seems appropriate for the City of Manassas Park to support mentoring by issuing a proclamation in support.

This item will be placed on December 16 agenda for approval.

**4b. HDR Update on Parks & Recreation: Roger D. Solomen:** Report made part of record.

**4c. Update on Schools: Thomas DeBolt:** Report made part of record.

**5. Recognition:**

**5a. Fire Department:**

**Jessica Funk, medic and C-Shift were recognized.**

Firefighter/paramedic: Jessica Funk with the Manassas Park Fire and Rescue. Ms. Funk was recognized for volunteering and serving as a mentor this past summer with the city's fire safety summer camp, working with at-risk teens. Because of her participation, several teens now have expressed interest in being a firefighter/medic and have re-quested to ride along with her and observe the career.

C-Shift was recognized from a son thanking them for caring for his mother who was a resident at Park Place. He originally called and gave his praises and wanted to do something for the crew. I told him we typically do not solicit donations and he could write a note recognizing the crew and I would ensure it made it to their personnel files and that we typically share these with the Governing Body. The crew was the C-shift; Lt. Oliver, FF. Laver, FF. Blasius, Medic Friedman & Medic Culbertson.

**5b. Police Department: Howard M. "Mike" Perry was recognized:**

Manassas Park Police Department Detective Howard M. "Mike" Perry: Perry received his award certificate for his effort in suppressing the activity of adults who conduct sexual solicitation of juveniles over the Internet. He has worked nearly 70 internet crime against children cases over a two-year period, in addition to his regular duties as the primary in-house detective.

**6. Parks & Recreation: Information: Approved December 2, 2008:**

- a. First Amendment to Comprehensive Agreement
- b. Request for Proposal for Inspection & Testing Laboratory Services

**7. Ordinance 08-1700-862: Conditional Use Permit #09-08: Manassas Park Community Facility**

Councilmember Treuting stated this has been a long process for the parks & recreation facility recognizing the state of the current facility what are the needs the city has what are some of the different possibilities as far as how to come up with a new project to give the type of parks & recreation facility that the city needs and to improve the quality of life in the city.

The city went through bonding and a financial analysis to help with how city will pay for the building. From a financial perspective it was very positive. With some of the questions that the citizens have had regarding the city going forward during these economic times, city went back and showed them these presentations which shows the city needs this type of facility.

MOTION: Councilmember Treuting moved to approve Conditional Use Permit #09-08 with conditions dated November 26, 2008.

SECOND: Councilmember Naddoni

VOTE ROLL CALL: Yes Treuting, Naddoni, Gardner, Polk

**Ordinance 08-1700-863: Waiver Request, WAI #09-10:**

MOTION: Councilmember Treuting moved to approve Waiver Request WAI 09-10 as presented.

SECOND: Councilmember Gardner

VOTE ROLL CALL: Yes Treuting, Gardner, Naddoni, Polk

- 8 Closed Meeting State Code of Virginia Freedom of Information Act: Section 2.2-3711A of the Code of Virginia**
- 9. Return to Open Session: 10:30 PM**
- 10. Certification & Action out of Closed Meeting if Necessary**

There was not a request for a closed meeting.

**11. Adjournment at 7:45 pm:**

With consensus of Governing Body, Vice Mayor Polk adjourned the meeting.

Approved January 20, 2009

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Francis C. Jones, Jr., Mayor

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Lana A. Conner, City Clerk