

AGENDA
TOWN COUNCIL MEETING
HAMILTON, VA
Monday, August 14, 2017
7:00pm

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
DETERMINATION OF QUORUM
PUBLIC COMMENT

GUESTS

- Yu Mineura – Exchange Student from Japan to present a letter from the Mayor of her hometown, Ibaraki, Japan
- Dennis Kruse, President Bike Loudoun - Proposal for a signed Rural Bike Route

This new, on-road bicycling route would connect towns of Hamilton, Waterford, Taylorstown, Lovettsville, Hillsboro, Round Hill, and Purcellville using low volume traffic roads with lower speed limits. The Bike Route signs we are requesting are all about safety. It will help guide cyclists to navigate the route, but more importantly it will inform drivers of the potential presence of cyclists. This could also facilitate traffic calming and contribute to the “Drive Gently” campaign currently being developed by the Rural Economic Development Council of Loudoun County.

MINUTES – Discussion and Approval

- Town Council Meeting – July 10, 2017 (Pgs. 3-7)

MAYOR’S REPORT

- Update on Town Parking Lot

WATER & SEWER COMMITTEE (Snyder, Green, Simpson, Wine)

- Report from Staff
- Water & Sewer Committee Meeting of August 2, 2017

PARKS & RECREATION COMMITTEE (Clark, Simpson, Unger, Wine)

- Schedule Committee Meeting to Discuss/Choose New Equipment

TREASURER’S REPORT (Jones)

- August Treasurer’s Report – Through July 31, 2017 (Pgs. 8-13)

FINANCE COMMITTEE (Unger, Jones, Simpson, Wine)

- FY2017 Audit
 - Draft Report Presented to Finance Committee – schedule a day mid to late August
 - Presentation to Town Council – September 11, 2017

PUBLIC SAFETY

& ZONING ENFORCEMENT COMMITTEE (Jones, Snyder, Simpson, Wine)

PERSONNEL COMMITTEE (Simpson, Green, Wine)

PLANNING COMMISSION (McCann, Clark)

OLD BUSINESS

- Municode – Codification of Ordinances – Schedule Public Hearing

I move that the Hamilton Town Council advertise a public hearing on September 11, 2017, beginning at 7 pm, to receive public comment and review the recodification of the Codified Ordinances of the Town of Hamilton, Virginia. Following the public hearing, the Town Council will consider taking action on an ordinance to adopt the recodified ordinances, as authorized by Virginia Code Section 15.2-1433.

NEW BUSINESS

- Resolution 2017-13 - Referral to the Planning Commission to Initiate a Zoning Text Amendment To Allow Short Term Residential Rentals (Pg. 14)

ADJOURNMENT

**MINUTES
HAMILTON TOWN COUNCIL
REGULAR MEETING
JULY 10, 2017**

TOWN COUNCIL

PRESENT: David R. Simpson, Mayor
Kenneth C. Wine, Vice Mayor
John Unger, Council member
Matthew Clark, Council member
Rebecca Jones, Council member
Craig Green, Council member – Late 7:15PM
Michael Snyder, Council member

STAFF: Lori Jones, Treasurer
Daniel Galindo, Zoning Administrator - Absent
Maureen Gilmore, Town Attorney

CALL TO ORDER THE REGULAR MEETING:

Mayor Simpson called to order the Regular Meeting of the Hamilton Town Council at 7:05PM.

PUBLIC COMMENT:

Morgan Overman of 12 Burke Circle came forward to speak. Mr. Overman stated that he is concerned that the residents of Hamilton are paying too much for their internet and cable service because Comcast has a monopoly on the Town. However, he believes that the agreement with Comcast has expired and he would like the Town to look at other providers. Mr. Overman stated that he would like to volunteer to write a new franchise agreement for the Town. The Town Attorney indicated that she would be willing to look over Mr. Overman's proposed franchise agreement and if it meets all applicable regulations the Town could then put it out for bid according to the State Code regulations.

Sgt. Lopreto came forward to give the Town Council an update from the Loudoun County Sheriff's Department. Sgt. Lopreto stated that at last months' meeting the Town Council asked him to look at several inoperable vehicles on Sydnor Street. He stated that he will initiate a case tomorrow and post them tomorrow and then after the posting time has expired he will have the vehicles towed. Sgt. Lopreto stated that there was a stolen vehicle that was recovered on Maryland Avenue. He asked that someone from the Town start to attend their quarterly Sheriff's office meetings to receive and relay information. He indicated that it doesn't always need to be the same person nor does it need to be in an official capacity but it would be very informative to the members of the Town Council.

MINUTES: Council member Unger made a motion to approve the June 12, 2017 Town Council minutes as submitted

Motion: Council member Green
Second: Vice Mayor Wine
Carried: 6-0-1

Simpson - Aye
Unger - Aye
Green - Aye
Snyder - Abstain
Wine - Aye
Clark - Aye
Jones - Aye

MAYOR’S REPORT:

Mayor Simpson stated that the Page property at 39335 East Colonial Highway is mentioned in the letter that he received from Tim Hemstreet, County Administrator, regarding a pump and haul sewer system. He stated that there is nothing for the Town to do at this time. The Mayor stated that if the Council would like to talk about it in detail at the July meeting he could put it on the agenda since he just received the letter this afternoon.

Mayor Simpson stated that he spoke with Doc Ashby and his wife, Irene Dix-Ashby regarding their property at 40 South Rogers and their sewer. The Mayor stated that he and Mr. Wilmoth went out to the property and after discussing the situation and the Ashby’s will be running a lateral from their house to the manhole to avoid needing a grinder pump.

Mayor Simpson indicated that the Town will be moving forward with the Town parking lot next to Town Hall. He stated that the current hold up is scheduling Valley Energy to replace the large tank with a smaller one and move it to a different location.

WATER & SEWER COMMITTEE - Report from Staff

Staff member Wilmoth came forward to speak. Mr. Wilmoth stated that Phase II of the Ground Water Exploration Project has started. He stated that a survey of the property next to the WWTP plant was done the last week of June and they are waiting on the data to see what the Town can do. He stated that the Town is having the tank on S Rogers Street inspected next week, which is inspected approximately every five years. Mr. Wilmoth also stated that there was an issue with the pump at Well 5 two weeks ago and that because the well and pump are so deep and a second pump isn’t installed there, the site will be down until it is repaired. He is hoping to have that back online at the end of the week.

Mr. Wilmoth stated that the Town received approval from DEQ for the CMOM for the Waste Water Treatment Plant. He stated that he is in communication with DEQ because there is a discrepancy in dates as to when the next review is due.

Mr. Wilmoth stated that the Town is in a new budget year and there are a couple of engineering projects that have funding in the CIP of which the Town needs to move forward. The first is the waterline from the water tank on S Rogers St out to Colonial Highway. He stated that he spoke with Tri-Tek and they believe a Water and Sewer Committee meeting is needed with Tri-Tek so that everyone is on the same page with the project. The Water and Sewer Committee agreed to meet August 1, 2017 at 8AM at the Plant.

PARKS & RECREATION COMMITTEE:

Council member Clark stated earlier this year the Parks & Recreation Committee met at the park to discuss long term needs for the Park and it was decided that they would get bids for new playground equipment at the park. He stated that Mr. Wilmoth has indicated that there are some issues with the current equipment that needs to be addressed immediately. The Council asked that staff address the immediate issues. Mayor Simpson stated that he would look into the cost of replacement vs. repair of the equipment.

TREASURER'S REPORT:

Monthly Treasurer's Report – Ms. Jones presented her report to the Town Council and entertained any question the members may have.

Vice Mayor Wine made a motion to approve the Treasurer's Report as submitted.

Motion: Vice Mayor Wine
Second: Council member Green
Carried: 7-0

Simpson - Aye
Unger - Aye
Green - Aye
Snyder - Aye
Wine - Aye
Clark - Aye
Jones - Aye

FINANCE COMMITTEE:

Ms. Jones stated that the timeline for the FY2017 Audit has been set and it is shown on the Agenda.

PUBLIC SAFETY & ZONING ENFORCEMENT COMMITTEE:

Nothing new to report.

PERSONNEL COMMITTEE:

Nothing new to report.

PLANNING COMMISSION:

Chairman McCann stated that the Planning Commission has a meeting scheduled for Wednesday, July 19, 2017 at 7PM and they will talk about storage containers again. Mayor Simpson stated the he will speak with Chairman McCann later but he is considering doing away with the Town's storage container all together and therefore the change in Ordinance.

OLD BUSINESS:

MuniCode – Codification of Ordinances – The Council decided to schedule a workshop to discuss the Codification for August 8, 2017 at 6PM.

Sewer Availability and Connection Application – 40 S. Hughes Street – Vice Mayor Wine made a motion to approve the application for Sewer Availability and Connection at 40 South Hughes Street.

Motion: Vice Mayor Wine
Second: Council member Green
Carried: 7-0

Simpson - Aye
Unger - Aye
Green - Aye
Snyder - Aye
Wine - Aye
Clark - Aye
Jones - Aye

NEW BUSINESS:

Town Council
Regular Meeting Minutes
July 10, 2017

Andrew Mark Donofrio Day Proclamation – Council member Unger made a motion to adopt a Proclamation in honor of Andrew Mark Donofrio Day as amended and make Monday, July 24, 2017 Andrew Mark Donofrio Day.

Motion: Council member Clark
Second: Council member Snyder
Carried: 7-0
Simpson - Aye
Unger - Aye
Green - Aye
Snyder - Aye
Wine - Aye
Clark - Aye
Jones - Aye

FY2018 Town Council Meeting Schedule - Council member Green made a motion to approve the FY2018 Town Council meeting schedule as amended.

Motion: Council member Green
Second: Council member Snyder
Carried: 7-0
Simpson - Aye
Unger - Aye
Green - Aye
Snyder - Aye
Wine - Aye
Clark - Aye
Jones - Aye

ADJOURNMENT:

There being no further business the meeting adjourned at 7:52 PM.

David Simpson, Mayor

Jennifer L. Noel, Recorder

**Treasurer's Report
as of July 31, 2017 - All Funds Summary**

Investment Summary	7/31/2017	6/30/2017	5/31/2017	4/30/2017
BB&T Checking General	\$ (31,322.21)	\$ 28,631.67	\$ 40,785.24	\$ 3,098.15
Water	156,692.08	165,006.90	151,306.54	145,065.27
Sewer	363,020.64	364,384.80	355,131.57	394,416.34
Total BB&T Checking	\$ 488,390.51	\$ 558,023.37	\$ 547,223.35	\$ 542,579.76
BB&T CDs	513,755.45	513,755.45	513,755.45	513,687.99
Wells Fargo Money Market	339,302.05	339,284.75	339,276.38	339,267.74
United Bank Money Market & CDs	837,429.91	836,237.75	835,641.80	835,019.15
Middleburg Bank CDs	161,241.40	161,241.40	161,241.40	161,241.40
LGIP	312,335.25	311,726.63	311,458.57	311,197.83
Total All Funds	\$ 2,652,454.57	\$ 2,720,269.35	\$ 2,708,596.95	\$ 2,702,993.87

Outstanding Debt - July 31, 2017

2010 General Obligation Water Bond	\$ 476,735.00
General Fund Due To Water & Sewer Funds	320,000.00

Community Park & Fire Department Funds

Town General Fund Park Maintenance Accounts	
BB&T Money Market Account	\$ 6,486.10
BB&T CD	9,004.38
Total Town GF Park Maintenance Accounts	\$ 15,490.48
Park Committee Donations	
Cardinal Bank Checking Account	\$ 1,790.72
Fire Department Fund	
BB&T Money Market Account	\$ 12,567.79

Water & Sewer Activity - July 2017

	Regular Cycle Water/Sewer Bills
90	Regular Delinquent Bills
4	Water turn-offs Due to Non Payment
4	New Accounts Created
	Adjustments (leak or misread)
1	Adjustments (pool credits)
	New Water Connections
	New Sewer Connections

Accounts Payable & Payroll Activity - July 2017

	37 # Accounts Payable Checks + Wire Transfers
\$ 72,649.21	Accounts Payable Checks (List attached)
	6 # Employees & Town Council
\$ 24,836.39	Payroll Expense
\$ 3,857.89	Retirement Expense

Treasurer's Report
as of July 31, 2017 - General Fund

FY TO DATE BUDGET ANALYSIS

	FY2018	ACTUAL	\$ BUDGET	%
	BUDGET	7/31/2017	REMAINING	BUDGET
EXPENDITURES				
Wages & Payroll Taxes	\$ 148,868	\$ 8,633.59	\$ 140,234.41	6%
Retirement Contribution	10,157	-369.24	10,526.24	-4%
Health Insurance	38,806	6,246.50	32,559.50	16%
Membership Dues	613	0.00	613.00	0%
General Office Expense	38,240	4,324.31	33,915.69	11%
Legal Services/Codification	58,000	3,270.00	54,730.00	6%
Engineering Services	5,000	0.00	5,000.00	0%
Audit	15,000	0.00	15,000.00	0%
Trash/Recycling	46,572	3,879.24	42,692.76	8%
Mowing	14,000	1,815.00	12,185.00	13%
Street Lights	8,000	512.59	7,487.41	6%
Insurance & Workman's Comp	20,158	0.00	20,158.00	0%
Donations	2,000	0.00	2,000.00	0%
Planning Commission & Services	5,725	30.49	5,694.51	1%
Recreation & Activity	3,000	162.89	2,837.11	5%
Contingencies	10,486	232.40	10,253.60	2%
TOTAL EXPENDITURES	\$ 424,625	\$ 28,737.77	\$ 395,887.23	

REVENUE

Real Estate Taxes	\$ 217,749	\$ 0.00	\$ 217,749.00	0%
Personal Property Taxes	41,496	0.00	41,496.00	0%
Prior Year Taxes	1,250	12.62	1,237.38	1%
Penalty/Interest on Taxes	750	15.22	734.78	2%
Automobile Decals	10,500	26.00	10,474.00	0%
Zoning Fees	2,000	250.00	1,750.00	13%
Interest	2,480	184.19	2,295.81	7%
Sales Taxes	46,000	3,971.88	42,028.12	9%
Utility Taxes	30,000	2,417.36	27,582.64	8%
BPOL Taxes	12,000	575.93	11,424.07	5%
Fire Programs Grant	10,000	0.00	10,000.00	0%
Park Reservation Fees	1,000	250.00	750.00	25%
Real Estate Rental Income	46,800	1,400.00	45,400.00	3%
Litter Grant/Misc Income	2,600	120.00	2,480.00	5%
TOTAL REVENUE	\$ 424,625	\$ 9,223.20	\$ 415,401.80	

NET **\$ (19,514.57)**

**Treasurer's Report
as of July 31, 2017 - Water Fund**

FY TO DATE BUDGET ANALYSIS

	FY2018	ACTUAL	\$ BUDGET	%
	BUDGET	7/31/2017	REMAINING	BUDGET
EXPENDITURES				
Wages & Payroll Taxes	\$ 123,074	\$ 9,019.14	\$ 114,054.86	7%
Retirement Contribution	10,995	-399.72	11,394.72	-4%
Health Insurance	39,661	6,610.20	33,050.80	17%
General Office Expense	6,100	565.60	5,534.40	9%
Workman's Comp/Liability	6,943	0.00	6,943.00	0%
System Consultant	19,500	0.00	19,500.00	0%
Electricity	30,000	1,492.53	28,507.47	5%
Truck Supplies & Repair	4,000	68.65	3,931.35	2%
Chemicals & Water Testing	8,000	189.86	7,810.14	2%
Water Integration	31,860	2,655.00	29,205.00	8%
Repairs - Plant & Equipment	26,792	7,643.70	19,148.30	29%
Repairs - Lines & Hydrants	19,000	668.51	18,331.49	4%
Repairs Bldg/Grounds	2,000	1.38	1,998.62	0%
Safety Supplies	1,500	80.48	1,419.52	5%
Cross Connection Program	200	0.00	200.00	0%
2002 VRA Bond Debt Pmt	114,996	0.00	114,996.00	0%
Training, Licenses & Dues	1,800	300.00	1,500.00	17%
Contingencies	6,158	2,138.57	4,019.43	35%
TOTAL EXPENDITURES	\$ 452,579	\$ 31,033.90	\$ 421,545.10	
REVENUE				
Water Service Charges	\$ 275,800	\$ 969.44	\$ 274,830.56	0%
Connection Fees	3,400	0.00	3,400.00	0%
VRA Bond Surcharge	78,000	9.00	77,991.00	0%
Cell Towner Antenna Lease	94,364	7,785.03	86,578.97	8%
Interest	1,015	50.90	964.10	5%
TOTAL REVENUE	\$ 452,579	\$ 8,814.37	\$ 443,764.63	
NET		(22,219.53)		

Treasurer's Report
as of July 31, 2017 - Sewer Fund

FY TO DATE BUDGET ANALYSIS

	FY2018	ACTUAL	\$ BUDGET	%
	BUDGET	7/31/2017	REMAINING	BUDGET
EXPENDITURES				
Operating				
Wages & Payroll Taxes	\$ 112,796	\$ 8,542.59	\$ 104,253.41	8%
Retirement Contribution	10,286	(373.94)	10,659.94	-4%
Health Insurance	35,003	5,833.80	29,169.20	17%
Workers Comp/Liability	6,086	-	6,086.00	0%
System Consultant	10,000	423.75	9,576.25	4%
General Office Expense	8,000	719.32	7,280.68	9%
Sewer Operations	18,000	2,280.00	15,720.00	13%
Electricity	30,000	1,998.79	28,001.21	7%
Truck & Generator	4,000	68.66	3,931.34	2%
Chemicals & Lab Testing	60,000	2,047.63	57,952.37	3%
Repairs - Plant & Equipment	10,000	1,125.31	8,874.69	11%
Repairs - Sewer Lines	6,000	-	6,000.00	0%
Repairs Bldg/Grounds	5,000	194.99	4,805.01	4%
Safety Supplies	1,500	80.49	1,419.51	5%
Training & Licenses	1,300	-	1,300.00	0%
2010 Water Bond Debt	12,777	-	12,777.00	0%
Grinder Pumps/Maintenance	30,000	-	30,000.00	0%
Contingencies	6,822	20.48	6,801.52	0%
TOTAL EXPENDITURES	\$ 367,570	\$ 22,961.87	\$ 344,608.13	
REVENUE				
Sewer Service Charges	\$ 310,800	\$ 940.37	\$ 309,859.63	0%
Connection Fees	5,000	-	5,000.00	0%
Interest	4,397	672.95	3,724.05	15%
Surcharge for Sewer Loan	46,410	19.50	46,390.50	0%
Sewer Tax District Loan	963	-	963.00	0%
TOTAL REVENUE	\$ 367,570	\$ 1,632.82	\$ 365,937.18	
NET		(21,329.05)		

**Treasurer's Report
as of July, 2017 - CIP**

FY TO DATE BUDGET ANALYSIS

GENERAL FUND CIP	FY2018 BUDGET	ACTUAL 7/31/2017	\$ BUDGET REMAINING	% BUDGET
Expenditures				
41 E Colonial Parking/Repairs	\$ 35,000	\$ 0.00	\$ 35,000.00	0%
VDOT FY2016 Grant	243,359	2,280.00	241,079.00	1%
VDOT FY2018 Grant	100,000	0.00	100,000.00	0%
WF & SF Loan Payback	40,000	0.00	40,000.00	0%
Park Equipment Improvements	25,000	0.00	25,000.00	0%
LC Transportation CIP Request	541,414	\$ 12,388.00	529,026.00	2%
Total Expenditures	\$ 984,773	\$ 14,668.00	\$ 970,105.00	
Revenue				
VDOT Grant Revenue	274,687	0.00	\$ 274,687.00	0%
LC CIP Revenue	541,414	0.00	541,414.00	0%
Transfer In from General Fund	168,672	0.00	168,672.00	0%
Total Revenue	\$ 984,773	\$ 0.00	\$ 984,773.00	
 WATER FUND CIP				
Expenditures				
Water Meter Replacement	6,000	0.00	6,000.00	0%
Well 1&4 Improvements	150,000	0.00	150,000.00	0%
Decommission Wells 7-10	10,000	0.00	10,000.00	0%
Rt 7 Waterline Replacement	50,000	0.00	50,000.00	0%
Hydrant Replacement	4,000	0.00	4,000.00	0%
Total Expenditures	\$ 220,000	\$ 0.00	\$ 220,000.00	
Revenue				
Transfer in from PY Surplus	\$ 181,900	\$ 0.00	\$ 181,900.00	0%
Loan from General Fund	20,000	0.00	20,000.00	0%
Availability Fees	18,100	0.00	18,100.00	0%
Total Revenue	\$ 220,000	\$ 0.00	\$ 220,000.00	
 SEWER FUND CIP				
Expenditures				
I & I Program/CMOM	\$ 100,000	\$ 0.00	100,000.00	0%
Total Expenditures	\$ 100,000	\$ 0.00	\$ 100,000.00	
Revenue				
Transfer in from PY Surplus	\$ 67,600	\$ 0.00	67,600.00	0%
Loan from General Fund	20,000	0.00	20,000.00	0%
Availability Fees	12,400	0.00	12,400.00	0%
Total Revenue	\$ 100,000	\$ 0.00	\$ 100,000.00	

**Treasurer's Report
Check Listing July 2017**

CHECK#	PAYEE	PURPOSE	AMOUNT
20858	ANTHEM BLUE CROSS BLUE SHIELD	Health Insurance	\$9,496.00
20859	BROWNING EQUIPMENT	Misc Supplies	\$22.62
20860	DOMINION VIRGINIA POWER	Electricity	\$4,212.73
20861	FIVE STAR SEPTIC, INC.	Park Portable Renttal	\$140.00
20862	MATTHEW BENDER & CO	Legal Publications	\$540.66
20863	Municode	Ordinance Annual Maintenance Fee	\$225.00
20864	NICHOLS HARDWARE	Misc Supplies	\$52.13
20865	ORKIN INC	Pest Treatment - Town Office	\$189.52
20866	TREE FROG LAWN CARE, LLC	Mowing	\$1,815.00
20867	Tri-Tek Engineering	CMOM	\$423.75
20868	USA Septic Services LLC	Pump & Haul	\$2,280.00
20869	UTILITY SERVICE CO., INC.	Harmony Tank Maintenance	\$2,198.01
20870	VIRGINIA RURAL WATER ASSOCIATION	Dues	\$300.00
20871	VUPS	Miss Utilities	\$40.95
20872	AMERICAN DISPOSAL SERVICES INC	Trash and Recycling	\$3,879.24
20873	ANTHEM BLUE CROSS BLUE SHIELD	Health Insurance	\$9,496.00
20874	BB&T BANKCARD CORPORATION	Comcast, Boots, Fence Repair, Supplies	\$1,846.20
20875	BROY & SON PUMP SERVICE, INC.	Repairs - 41 E Colonial, WWTP, Meter	\$3,078.53
20876	COZO Homes	HVAC Repair - 41 E Colonial & Office Maintenance	\$282.90
20877	Crystal Springs	Office Water Cooler	\$14.92
20878	DE LAGE LANDEN	Copier Lease	\$135.00
20879	FIDELITY POWER SYSTEMS	Semi-Annual Generator Maintenance	\$2,320.00
20880	InstruLogic LLC	Monthly SCADA	\$2,655.00
20881	J2 Engineers, Inc	VDOT/Drainage Engineering	\$14,668.00
20882	JOINER MICRO LABORATORIES, INC	Water Testing	\$1,983.75
20883	LIQUID ENGINEERING CORP	S Rogers Tank Maintenance	\$3,245.00
20884	LOUDOUN COUNTY CENTRAL GARAGE	Vehicle Fuel	\$137.31
20885	MATTHEW BENDER & CO	Legal Publications	\$95.08
20886	MR PRINT	Delinquent Notice Printing	\$153.27
20887	POSTMASTER HAMILTON	August Utility Bill Postage	\$345.19
20888	SOUTHERN STATES	Hydrated Lime	\$113.88
20889	VDH	FY2018 Waterworks Operation Fee	\$2,118.10
20890	VERIZON	Telephone	\$646.35
20891	VERIZON WIRELESS	Cell Phones	\$238.12
20170149	MAUREEN K. GILMORE	Legal Serivces - June	\$3,045.00
20170155	JENNIFER NOEL	Recorder Services - July	\$216.00
TOTAL			\$72,649.21

**TOWN OF HAMILTON
LOUDOUN COUNTY, VIRGINIA**

RESOLUTION: 2017-13

PRESENTED: August 14, 2017

ADOPTED: August 14, 2017

A RESOLUTION: TOWN COUNCIL INITIATION OF ZONING TEXT AMENDMENT (“ZTA-201-0_”) TO AMEND THE TOWN OF HAMILTON ZONING ORDINANCE TO ALLOW SHORT TERM RESIDENTIAL RENTALS REFERRAL TO THE TOWN OF HAMILTON PLANNING COMMISSION

WHEREAS, Code of Virginia of 1950, as amended, § 15.2-2285 authorizes the Town Council to initiate Zoning Ordinance text amendments; and

WHEREAS, Code of Virginia of 1950, as amended, § 15.2-983 authorizes localities to create a registry for short term residential rentals and to regulate the short term rental of residential dwelling property through a locality’s land use and zoning authority; and

WHEREAS, the Hamilton Town Council believes that the creation of a registry and regulation of short term residential dwelling rentals should be considered; and

WHEREAS, the Hamilton Town Council believes that the Planning Commission should review the matter and draft amendments to the Hamilton Zoning Ordinance to address short term residential dwelling rentals.

NOW THEREFORE, the Hamilton Town Council hereby refers the consideration and drafting of Zoning Ordinance text amendments that are necessary to register and regulate short term residential dwelling rentals to the Town of Hamilton Planning Commission for review, public hearing and recommendation. The Town Council requests that the Planning Commission return its recommendation within 120 days.

ADOPTED THIS 14TH DAY OF AUGUST 2017

David R. Simpson, Mayor

Motion by:
Seconded by:

Yeas:
Nays:
Abstentions:
Absent for Vote:

ATTEST:

Jennifer Noel, Town Recorder