



City of Manassas, Virginia
Land Use Committee Meeting

AGENDA

Land Use Committee
9027 Center Street
Manassas, VA 20110
Second Floor Conference Room
Thursday, September 28, 2017

Call to Order - 5:30 p.m.

Roll Call

1. Action Items

- 1.1 **Approve: July 6, 2017 Land Use Committee Minutes**
[7-6-17 LUC Meeting Minutes](#)
- 1.2 **Presentation: Holtzman Oil SUP**
[Agenda Statement - Holtzman Oil SUP](#)
[Holtzman Oil Layout](#)
- 1.3 **Presentation: Manassas American Legion Site**
[Agenda Statement - Manassas American Legion Site](#)
[American Legion Presentation](#)
- 1.4 **Solid Waste Code Revision and Limited Commercial Collection Service**
[Agenda Statement - Solid Waste Code Revision](#)
[Executive Summary Solid Waste and Commercial Collection](#)
[Solid Waste Code Revision](#)
[Commercial Solid Waste Management Plan](#)

2. Closed Session

- 2.1 **Consideration of a resolution authorizing a closed session on subjects in accordance with the amended Freedom of Information Act and certification after the closed session has occurred.**
[Agenda Statement - LUC Closed Session](#)

3. Land Use Committee Updates

3.1 Land Use Committee Updates

Agenda Statement - LUC Committee Updates

City Council Land Use Committee - Project Status FY18

City Council Land Use Committee - Pending Land Use Cases

Property Code Enforcement - FY17 Q4 Report

Property Code Enforcement - FY17 Annual Report

Adjournment



City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
Regular Meeting Minutes
Thursday, July 6, 2017
City Hall, 2nd Floor Conference Room, 5:30 pm

DETERMINATION OF QUORUM

MEMBERS PRESENT: Councilmember Ian Lovejoy, Chair
Councilmember Sheryl Bass
Councilmember Mark Wolfe

MEMBERS ABSENT: None

STAFF PRESENT: Pat Pate, City Manager
Patrick Small, Director of Economic Development
Nicole Smith, Economic Development Coordinator
Matthew Arcieri, Planning and Zoning Manager
Chloe Delhomme, Planner

GUESTS PRESENT: Mayor Harry J. Parrish
Councilmember Ken Elston

CALL MEETING TO ORDER

The meeting was called to order at 5:30 pm. A quorum was established.

Adoption of Minutes of May 25, 2017

Councilmember Wolfe moved adoption of the Minutes of May 25, 2017. Councilmember Lovejoy seconded. Motion passed 3/0.

Approve: Declaration of Easements, Covenants, Restrictions and Agreements (REA) – The Landing at Cannon Branch

Mr. Small presented the draft REA for the commercial property of the Landing at Cannon Branch. The REA will ensure that issues like shared parking, access, common area maintenance, amenities, and property appearance are clearly defined and the responsibilities of the owners are made clear. The REA was developed and negotiated by staff, the City Attorney, and Buchanan Partners.

Councilmember Wolfe moved that the City Council proceed with approval and recordation of the REA. Councilmember Bass seconded. Motion passed (3/0).

Roll Call	
Chairperson Lovejoy	Y
Councilmember Bass	Y
Councilmember Wolfe	Y

Approve: Reinstatement of the City of Manassas Housing Trust Fund

Ms. Smith presented the Mathis Avenue Streetscape Standards. Last year, the City secured grant funding from the MWCOG for the development of a streetscape plan and actionable design standards that will be implemented by the City through an amendment to the City's Design and Construction Standards Manual and through public and private partners. The Committee discussed the short-term and long range redevelopment goals for the corridor and additional steps needed to implement the standards as well as what actions are required to better incentivize reinvestment and redevelopment within this gateway corridor.

Councilmember Bass moved to recommend that the City Council endorse the Mathis Avenue Streetscape Standards that will be incorporated in the City's Design and Construction Standards Manual. Councilmember Lovejoy seconded. Motion passed (3/0).

Roll Call	
Chairperson Lovejoy	Y
Councilmember Bass	Y
Councilmember Wolfe	Y

Closed Session: Consideration of a Resolution Authorizing a Closed Session on Subjects in Accordance with the amended Freedom of Information Act and Certification after the Closed Session has occurred.

Councilmember Lovejoy moved at 6:03 pm that the Land Use Committee of the City Council convene in closed session to discuss a prospective business or industry or the expansion of an existing business or industry, since no previous announcement has made of the business' or industry's interest in locating or expanding its facilities in the City, since discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City as permitted by Virginia Code 2.2-3711 Paragraph A (5) for which the Virginia Freedom of Information Act permits discussion in closed session. Seconded by Councilmember Bass. Included in the Closed Session were the Committee, Mayor Parrish, Councilmember Elston, the City Manager, Economic Development Director, and the Planning and Zoning Manager.

Roll Call	
Chairperson Lovejoy	Y
Councilmember Bass	Y
Councilmember Wolfe	Y

Councilmember Lovejoy moved at 6:22 pm that the Land Use Committee of the City Council did certify that, in the closed session just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in closed session and 2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in the motion. Seconded by Councilmember Bass.

Roll Call	
Chairperson Lovejoy	Y
Councilmember Bass	Y
Councilmember Wolfe	Y

ADJOURNMENT

Councilmember Lovejoy moved to adjourn. Seconded by Councilmember Bass. Motion carried. The regular meeting of the Land Use Committee adjourned at 6:23 pm.



City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
9027 Center Street
Manassas, VA 20110

Meeting Date:	September 28, 2017
Time Estimate:	5 Minutes
Agenda Title:	Presentation: Holtzman Oil SUP
Recommendation:	Information Only
Motion:	N/A
Date Last Considered by City Council:	N/A
Summary and/or Comments:	The applicant has selected a new location for its propane distribution facility, at 10399 Central Park Drive and is seeking feedback from the Committee prior to submitting a new SUP request.
Board – Committee – or Commission Reviewed:	N/A
Fiscal Impact:	N/A
Staff Contact:	Kelly Davis, AICP, Senior Planner kdavis@manassasva.gov (703) 257-8225





City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
9027 Center Street
Manassas, VA 20110

Meeting Date:	September 28, 2017
Time Estimate:	15 Minutes
Agenda Title:	Presentation: Manassas American Legion Site
Recommendation:	Information Only
Motion:	N/A
Date Last Considered by City Council:	N/A
Summary and/or Comments:	The applicant is seeking feedback from the Committee on a proposal by People's Inc. and the Manassas American Legion Post #114 to rezone and redevelop the Post's property on Prince William Street. The rezoning would include a new post building as well as up to 31 multifamily units for affordable housing. Consideration of this rezoning is <u>not</u> subject to the new proffer legislation.
Board – Committee – or Commission Reviewed:	N/A
Fiscal Impact:	N/A
Staff Contact:	Matthew D. Arcieri, AICP, Planning & Zoning Manager marcieri@manassasva.gov (703) 257-8232



People inc.

Building Futures, Realizing Dreams™



Agency Mission: To provide opportunities for economically disadvantaged people to reach their goals in order to enhance their lives, their families, and their communities.

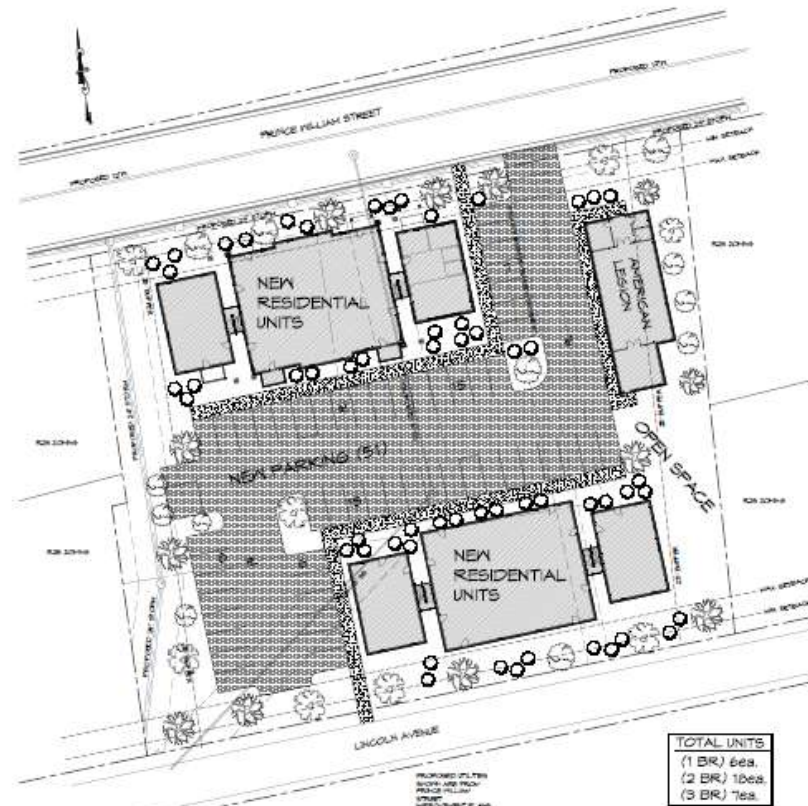
Manassas American Legion Site Location



Manassas American Legion Conceptual Site Plan

HUGHES
ASSOCIATES
ARCHITECTS & ENGINEERS

555 ELM AVENUE SW | ROANOKE, VIRGINIA 24010
540.543.4032 | www.hughesAE.com



TOTAL UNITS	
(1 BR.)	6ea.
(2 BR.)	18ea.
(3 BR.)	7ea.

Concept Site Plan

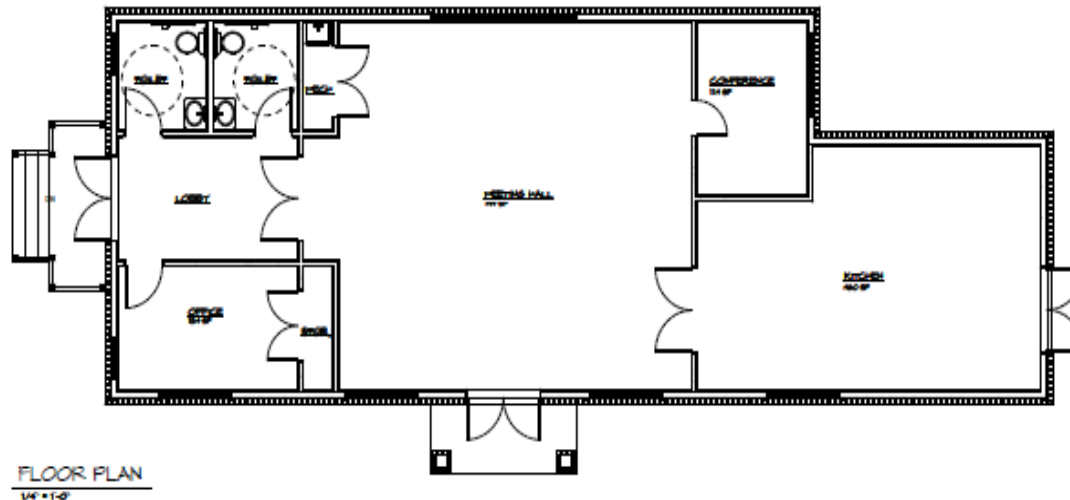
9511, 9513, 9517 Prince William Street
Manassas, VA

Comm. No. 16065.008
September 28, 2017

Manassas American Legion Rendering of New Post Building



Manassas American Legion Floor Plan of New Post Building





Manassas American Legion

- 31 Units – 1, 2, 3 Bedroom
- Community Center
- Laundry Facilities
- Earthcraft Certified
- Accessibility
- Universal Design

Area Median Income (AMI) Project Income Targeting

City of Manassas (4 person) AMI = \$110,300

Household Size	40% AMI	50% AMI	60% AMI
1 Person	\$30,920	\$38,650	\$46,380
2 Person	\$35,320	\$44,150	\$52,980
3 Person	\$39,720	\$49,650	\$59,580
4 Person	\$44,120	\$55,150	\$66,180
5 Person	\$47,680	\$59,600	\$71,520

City of Manassas

Rental Statistics

- ❑ 14,103 total households /4,722 rental households (33.5%)
- ❑ 34.4% of renters are overburdened (paying more than 30% of income for rent)
- ❑ More than 4,000 households at or below 50%AMI
- ❑ Brentwood Apartments last LIHTC property developed in City (2005)

Manassas American Legion

Proposed Rents

Unit Type	Square Footage	40% AMI	50% AMI	60% AMI
1 BR / 1BA	676	\$700	\$925	\$1,130
2 BR / 2 BA	914	\$825	\$1,050	\$1,255
3BR / 2.5 BA	1,224	\$950	\$1,175	\$1,380

Median Gross Rent in City = \$1,399

Manassas American Legion

Economic Impact

SHORT TERM (During Construction)	LONG TERM (Annually)
Estimated Job Creation: 94.05	Estimated Jobs Supported: 4.98
Estimated Gross Fiscal Revenues: \$34,129.87	Estimated Gross Fiscal Revenues: \$125,781.72
Estimated Local Economic Growth: \$6,155,540.00	Estimated Local Economic Growth: \$489,732.49

Source: Housing Virginia – Economic Impact Calculator

People Incorporated Whites Mill & Sweet Briar Projects





City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
9027 Center Street
Manassas, VA 20110

Meeting Date:	September 28, 2017
Time Estimate:	20 minutes
Agenda Title:	Solid Waste Code Revision and Limited Commercial Collection Service
Recommendation:	Approve and Place on City Council Consent Agenda
Motion:	I recommend approval of the revised solid waste code and that it be placed on the City Council's October 16, 2017 consent agenda.
Date Last Considered by City Council:	May 14, 2014 – Approved O-2014-23 (Current Solid Waste Code)
Summary and/or Comments:	<p>Refuse and Recycling has been working with Community Development, Economic Development, Historic Manassas, the Citizen's Advisory Committee on Solid Waste and the City Attorney for Manassas to review and amend the Solid Waste Ordinance (Chapter 98.1)</p> <p>Improvements include:</p> <ul style="list-style-type: none">• Enhanced response to citizen complaints;• Establish commercial collection expectations;• Clarified definitions;• Updates that conform and allow for updates to State Code. <p>A limited commercial collection service for businesses in Historic Downtown Manassas is also introduced in a separate document that has been through consultation with businesses and residents in the designated area</p>
Board – Committee – or Commission Reviewed:	Citizen's Advisory Committee on Solid Waste
Fiscal Impact:	The City will be able to establish service provision expectations for collection services.
Staff Contact:	Monica Boehringer, Refuse and Recycling Coordinator mboehringer@manassasva.gov (703) 257-8256



Department of Public Works
Refuse and Recycling

Executive Summary

Solid Waste Code Revisions

Commercial Solid Waste Management Plan

As the City of Manassas grows and more residents and businesses become part of our community, the necessity to have trash, recycling and littering ordinances that are appropriate and enforceable has become more important than ever.

In January of 2017, the City of Manassas applied for affiliate status with Keep America Beautiful. As part of the application and affiliation process, Refuse and Recycling has undertaken a review of the current services offered to our citizens and the means by which we inform, manage and enforce trash, recycling and littering within our community.

This has led to the following introductions and improvements:

- The development of Keep Manassas Beautiful, a citizen led program which includes members of the Citizens Advisory Committee on Solid Waste, Beautification Committee and the newly formed Parks, Recreation and Culture Committee and is managed by the Refuse and Recycling Coordinator on behalf of the City.

The mission of Keep Manassas Beautiful is to educate and engage residents to take responsibility for improving the community and environment of the City of Manassas through increased litter prevention, increasing waste reduction through recycling, and improving the City's beautification.

- The introduction of a Litter Prevention Plan for the City, which includes service improvements in targeting and managing litter and greater community involvement in keeping parks, athletic fields, trails, streams, historic sites and streets clean for citizens and visitors.
- New contracts for collection of trash, recycling, litter and electronics.

Refuse and Recycling has also been working with Community Development, Economic Development, Historic Manassas, the Citizen's Advisory Committee on Solid Waste and the City Attorney for Manassas to review and amend the Solid Waste Ordinance (Chapter 98.1) and to develop a Commercial Solid Waste Management Plan for the Historic Downtown area that will improve our services to the community and to reduce the amount of unsightly litter on our streets.

Solid Waste Code

Revisions to the Solid Waste Code include a new introduction and revised links to documents and strategies that support the City's refuse and recycling program and improved definitions that clearly show context and meaning of ordinances.

Notable revisions include:

- **Section 98.1-5 – Violation of Chapter**
A scale of fines has been introduced to address violation issues including littering, container requirements, and placement of containers, trash, yard waste and bulk waste. Fines are easier to issue and are in line with the wishes of citizens that violators are held responsible for their actions.

The current Solid Waste Code considers all code violations a Class 1 misdemeanor. This has proven to be difficult to enforce and has not provided any incentive to adhere to the Code. The City has borne the cost of additional collections and clean-ups, which means that all residents pay for the violation of the one.

- **Sections 98.1-6 – 98.1-8 – Littering and Section 98.1-9 Dumping**
New provisions address littering and dumping on City streets and public spaces and links to relevant State and City code. The new provision also includes a reference to littering and dumping on private property. There is also guidance for business owners to keep their premises free of litter and refuse.

This replaces Sec. 98.1-3 of the current code, which primarily addressed the ejection of litter and refuse from vehicles, and Sec. 98.1-2 which just prohibited "dumping" within City limits and did not link to a relevant State or City Code.

- **Section 98.1-12 - Landlord and Tenant responsibility**
This provision highlights the need for both property owners and their tenants to bear responsibility for following the provisions of the Solid Waste Code. This will clarify a long standing issue of who is responsible for the trash on a rented property.
- **Section 98.1-13 – 98.1-14 and Section 98.1-27 - Commercial Solid Waste Collection**
These provisions introduce a limited commercial collection service for businesses within the Historic Downtown area. This introduction does not include businesses outside the Historic Downtown area where there is adequate space for dumpsters and where the volume may exceed the capacity of the City's collection program.
- **Section 98.1-15 – 98.1-22 Conditions of Service, Container Requirements and Placement**
These provisions further clarify the correct set out of trash, recycling, yard waste and bulk waste for collection.

New provisions have been included that will allow the City to charge for the removal and disposal of large volumes of bulk waste left at the curb due to eviction and moving. This will match a similar method of removal provided in Sec. 70-92 of the City Code.

It will also allow for the confiscation and fines for carts left out outside the collection period. This has caused the highest amount of concern for residents living within townhome communities.

- Section 98.1-23 - Seasonal Curbside Leaf Collection Program
This provision addresses stormwater management issues associated with citizens creating obstructions by raking their leaves into the curb.

Commercial Collection Plan for Historic Downtown Manassas

While other commercial areas within the City of Manassas have the space required for the containment of trash and recycling, Historic Downtown poses a unique challenge. Storage of trash and recycling carts for buildings within Historic Town has been problematic. The space between and behind buildings are often limited and the volume of carts and dumpsters have been a source of disagreement between property owners.

Unsightly trash carts, bags and loose trash in the streets and alley ways, odors emanating from standing trash carts and dumpsters, and cigarette litter thrown from passing cars have become the source of more than forty (40) complaints over the past three (3) years.

The City's new Refuse and Recycling contract includes the option for specialized commercial trash and recycling collection. This option offers the City an opportunity to provide the community with a collection service that meets the current need for commercial collection within Historic Downtown and a sustainable working solution for new commercial and residential ventures that join our community.

The new commercial plan will include:

- A sliding scale of rates and collections for our local businesses by volume.
- An option to keep an existing private solid waste hauler of the business's choice.
- New incentives for recycling.
- An opportunity for businesses to participate in our new Keep Manassas Beautiful program.

A consultation has been undertaken with business owners and residents in the Historic Downtown area. The feedback has been positive and business owners are happy to work with the City to review and improve their trash and recycling services.

If the plan is approved, the plan would take effect in FY19. This will allow for meetings with individual business owners and for service schedules to be developed with American Disposal Services.

CHAPTER 98 - SOLID WASTE

ARTICLE I - IN GENERAL

Section 98.1-1- Finding and Purpose

- (a) City Council finds that the protection, improvement and preservation of public health and the environment are essential to the general welfare of the residents of the City of Manassas. For this reason, a code of standards and procedures for the administration and enforcement of the City's Municipal Solid Waste (MSW) have been established to the control, collection, transportation, and Disposal of MSW, and to promote source reduction and Recycling as means of reducing the amount of MSW that has to be Disposed.

To these ends, this Chapter acknowledges and/or authorizes the following supporting documents that further describe critical elements of the City's Solid Waste management system that may be updated or revised from time to time:

1. The City's Solid Waste Management Plan;
2. The City's Debris Management Plan;
3. The City's Recycling Program Requirements;
4. The City's Litter Prevention Strategy;
5. Solid Waste Advisories;
6. Other City Solid Waste management program guidance and requirements, as they are developed by the City.

- (b) Applicability. Except as otherwise provided, this Chapter, and any regulations or administrative directives or procedures issued under its authority, apply to all residents and commercial, industrial, and institutional establishments within or doing business within the City, and any person or entity who collects, transports, Disposes, or otherwise manages or arranges for management of MSW.

Section 98.1-2 - Definitions

The following words and terms, when used in this chapter, shall have the following meanings unless the context clearly indicates otherwise:

Bulk Waste means any item too large to fit into a Suitable Container, including but not limited to White Goods (appliances), rugs, mattresses, bed springs, furniture, exercise equipment, grills or other household items that are not otherwise prohibited.

Commercial Waste means all Solid Waste generated by establishments engaged in business operations other than manufacturing or construction. This category includes, but is not limited to, Solid Waste resulting from the operation of stores, markets, office buildings, restaurants, and shopping centers.

Construction Waste means Solid Waste that is produced or generated during construction, remodeling, or repair of pavements, houses, commercial buildings, and other structures. Residents are permitted to set out small amounts of remodeling/DIY waste, not to exceed no greater than four (4) feet in length and weighing no more than fifty (50) pounds excluding prohibited items, for scheduled Bulk Waste collection. Prohibited Construction Waste includes, but is not limited to: lumber over four (4) feet in length, wire, sheetrock, broken brick, shingles, glass, pipes, concrete, paving materials, metal, plastic pipes over four (4) feet in length, paints, coatings, solvents, asbestos, any liquid, compressed gases or semi-liquids – or the empty containers of any of the aforementioned materials.

Curbside Leaf Collection Program means the seasonal collection of loose leaves raked curbside by Owners or Occupants and collected by the City's Department of Public Works.

Downtown Commercial Collection Area means a Trash and Recycling collection area, as defined by the City Manager, that contains a mix of retail, service or apartments and is serviced by the City or its Refuse and Recycling contractor for Disposal, unless otherwise authorized by the City Manager.

Dispose means to get rid of something or throw something away. Please refer to [Code of Virginia § 33.2-802](#) and [Code of Virginia § 10.1-1418.1](#).

Disposal means the discharge, deposit, injection, dumping, spilling, leaking, or placing of any Solid Waste into or on any land or water so that such Solid Waste or any constituent of it may enter the environment or be emitted into the air or discharged into any waters.

Dumpster means a metal or plastic container generally used for automated collection of non-Residential Solid Waste containing doors and lids which may be secured to prevent the contents of the Dumpster from escaping.

Electronic Waste/eWaste means any unwanted, outdated or obsolete appliance or electronic device found in offices, homes and personal devices. Televisions, microwaves, computers and cell phones are all common examples of eWaste. Many electronic products include harmful materials such as lead, cadmium, chromium, brominated flame retardants or polychlorinated biphenyls (PCBs).

Garbage means readily putrescible Disposed materials composed of animal, vegetable or other organic matter.

Hazardous Waste means a "Hazardous Waste" as described by Virginia Hazardous Waste Management Regulations and the Virginia Administrative Code.

Household Hazardous Waste means any waste material derived from households which, except for the fact that it is derived from a household, would otherwise be classified as a Hazardous Waste in accordance with Virginia Administrative Code.

Household Waste means any waste material, including Garbage, Trash, Refuse, Recycling and Yard Waste derived from households. Households include single and multiple residences, hotels and motels, bunkhouses, ranger stations, crew quarters, campgrounds, picnic grounds, and day-use recreation areas. Household Wastes do not include sanitary waste in septic tanks.

Industrial Waste means any Solid Waste generated by manufacturing or industrial process that is not a regulated Hazardous Waste. Such waste may include, but is not limited to, waste resulting from the following manufacturing processes: electric power generation; fertilizer/agricultural chemicals; food and related products/byproducts; inorganic chemicals; iron and steel manufacturing; leather and leather products; nonferrous metals manufacturing/foundries; organic chemicals; plastics and resins manufacturing; pulp and paper industry; rubber and miscellaneous plastic products; stone, glass, clay, and concrete products; textile manufacturing; transportation equipment; and water treatment. This term does not include mining waste or oil and gas waste.

Institutional Waste means all Solid Waste emanating from institutions such as, but not limited to, hospitals, nursing homes, orphanages, and public or private schools. It cannot include Regulated Medical Waste from health care facilities and research facilities that must be managed as a Regulated Medical Waste.

Land-Clearing Debris means vegetative waste resulting from land-clearing activities.

Landfill means a sanitary Landfill, an Industrial Waste Landfill, or a construction/demolition/debris Landfill.

Litter means any man-made material thrown, placed, deposited or caused to be placed, deposited or cast creating a danger to public health, safety, or welfare and/or degrading to the environment. "Litter" is not limited to but includes: paper, cigarette butts, cans, bottles, food wrappers and plastic bags. It can also range in size from tiny bits of paper to large appliances and automobiles.

Multifamily Dwelling includes any building or structure containing four or more contiguous living units and intended exclusively for Residential purposes.

Municipal Solid Waste (MSW) means that waste which is normally composed of Residential, commercial, non-Residential and institutional Solid Waste and residues derived from combustion of these wastes, as defined in Virginia Administrative Code Solid Waste management regulations.

Non-collectable Item means any Solid Waste item that will not be collected by the City or its Refuse and Recycling contractor for Disposal, unless otherwise authorized by the City Manager.

Notice of Violation means written notification that the recipient has committed one or more Violations of the City Code and provides instructions for coming into compliance.

Nuisance means an activity that unreasonably interferes with an individual's or the public's comfort, convenience or enjoyment such that it interferes with the rights of others by causing damage, annoyance, or inconvenience.

Occupant/Tenant. The term "Occupant" or "Tenant," applied to a building or land, means any person who holds a written or oral lease of or who actually occupies the whole or a part of such building or land, either alone or with others.

Organic Waste means a type of waste material which can be broken down into its base compounds by microorganisms and other living things, regardless of the contents of the compounds, and can be commonly found in Municipal Solid Waste as green waste, food waste, paper waste, and biodegradable plastics.

Owner is a term applied to a building or land, which includes any part Owner, joint Owner, Tenant in common, joint Tenant or Tenant by the entirety, of the whole or a part of such building or land.

Pollutant means any substance that causes or contributes to, or may cause or contribute to, environmental degradation when discharged into the environment.

Property. The term "Property" includes any real and personal Property and any right or interest therein.

Public Nuisance as defined in [City of Manassas Ordinance Section 130-242](#), includes a container or roll-off/container or Dumpster which appears to be utilized for Solid Waste collection that poses a threat to the health and safety of the community.

Putrescible Waste means Solid Waste that contains organic material capable of decay by micro-organisms, which may cause odors.

Receptacle means a container that is specifically designed, constructed, and placed for public use as a depository for Litter or Solid Waste.

Recycling means those items identified in regulations promulgated by the City Manager as recyclable and acceptable to the City for Recycling in accordance with [Code of Virginia 15.2 – 928c](#).

Recycling Container means a reusable hard plastic cart with a tight fitting lid and handles of adequate strength for lifting fifty (50) pounds or reusable hard plastic bin, which is provided by or through the City or is otherwise approved by the City Manager.

Refuse means any and all Litter, rubbish, Garbage, Trash, waste, putrescible debris or other offensive or unwholesome substance or materials of any nature whatsoever that is generated at the premises from which it is being collected.

Refuse Container means a cart provided by or through the City or is otherwise approved by the City Manager or a privately owned reusable container designed for Refuse made of plastic or metal with a tight fitting lid and handles of adequate strength for lifting 50 pounds. Plastic bags will only be considered Suitable Containers during time frames specified by the City for periodic overflow.

Regulated Medical Waste means Solid Waste so defined by Virginia Administrative Code Regulated Medical Waste Management Regulations and promulgated by the Virginia Waste Management Board.

Residential means any structure used or constructed or modified or adopted for use as a single-family dwelling, duplex, cluster housing, townhouse or multiple-family apartment building or other similar structure containing three or fewer Residential units, and which is located on a single lot, parcel or tract of land. Each dwelling unit of a duplex, cluster housing, townhouse, or multiple-family building or other similar structure shall be deemed a separate residence.

Roll-off Container means a temporary metal container, compacted or open, with or without wheels, designed and used by non-exclusive commercial Solid Waste Haulers for the collection and Disposal of Contractor, Construction or Demolition debris and/or large quantities of Solid Waste.

Scrap Metal means metal parts such as bars, rods, wire, empty containers, or metal pieces that are Disposed and can be used, reused, or reclaimed.

Service User means Owners and Occupants of single family homes, town homes and businesses within the Downtown Commercial Collection Area that pay a monthly service fee for Refuse and Recycling collection through their utility bills.

Sharps mean any devices with a sharp point or edge that can puncture or cut skin. This includes but is not limited to hollow needles used to inject drugs (medication) under the skin and syringes used to inject medication into or withdraw fluid from the body.

Solid Waste means any Garbage, Refuse, sludge and other discarded material, including solid, liquid, semisolid or contained gaseous material, resulting from industrial, commercial, mining and agricultural operations and from community activities, in accordance with [Virginia Administrative Code Section 9VAC20-81-95](#).

Solid Waste Hauler means a licensed commercial or industrial hauler who collects and transports Solid Waste for the purpose of Disposal.

Suitable Container means City provided or private container for the storage and set out for Refuse, Recycling and Yard Waste, by Occupants and Owners, for collection by the City or designated Refuse and Recycling contractor as defined in Section 98.1-16 and 98.1-17 of the this Chapter.

Transfer Station means any legally authorized Solid Waste storage or collection facility at which Solid Waste is transferred from collection vehicles to transport vehicles for hauling to a central Solid Waste management facility for Disposal, incineration, or resource recovery.

Trash means combustible and noncombustible Disposed materials and is used interchangeably with the term rubbish

Unacceptable Waste means waste which is prohibited from Disposal by the City Code, rules or regulations, the Virginia Code and/or the Code of Federal Regulations.

Violation means an action or activity that is in breach of the City Code.

Waste Tire means any tire that has been set out at the curb.

White Goods means any refrigerators, stoves, washers, dishwashers, hot water heaters, and other large appliances.

Yard Waste means decomposable waste materials generated by yard and lawn care and includes leaves, grass trimmings, brush, wood chips, and shrub and tree trimmings. Yard Waste shall not include roots or stumps or any yard or lawn care material contaminated with soil. Branches or limbs set out as Yard Waste shall not exceed four (4) feet in length and three (3) inches in diameter and shall be bundled and tied for collection.

Section 98.1-3 - Rules and regulations

The City Manager may adopt rules and regulations with respect to Solid Waste collection in accordance with [Code of Virginia §15.2-927-939](#). Such rules and regulations shall be intended to protect the public health, safety and welfare, to promote good sanitation and cleanliness, and to protect the environment.

Section 98.1-4 – Enforcement

This chapter shall be enforced by the City Manager’s designee or authorized agent.

Section 98.1-5 – Violation of Chapter

Violation of any provision of Chapter 98 of the City of Manassas Code shall constitute a Class 1 misdemeanor under the [Code of Virginia §18.2-11](#) except as expressly provided elsewhere within this Chapter.

ARTICLE II – LITTERING AND DUMPING

Section 98.1-6 – Littering

- (a) No person shall Litter upon or in any street, sidewalk, park, playground, school ground, or other publicly owned, rented or otherwise publicly controlled land or building within the City.
- (b) Any person(s) using a City street, sidewalk, park, playground, school ground, or other publicly owned, rented or otherwise publicly controlled land or building for the sale or distribution of circulars, handbills, newspapers or any product that is packaged in immediately disposable wrappers or containers:
 - (1) Shall provide Receptacles for the Disposal of Refuse, Recycling or other Litter that may be created in the immediate vicinity by such sale or distribution;
 - (2) Shall request that all such Refuse, Recycling or Litter so created be placed in such Receptacle(s), and;
 - (3) Shall remove and Dispose of the Refuse, Recycling or Litter in accordance with City regulations.
- (c) Littering on private property is subject to enforcement under [Code of Virginia § 33.2-802. Dumping trash](#); penalty. [Code of Virginia, § 15.2-901](#) and [City of Manassas Ordinance Section 70-92.](#)

State Law reference: [Code of Virginia, § 10.1-1414.](#)

Section 98.1-7 - Premises to be Kept Free of Litter and Refuse

It shall be the duty of every Owner, agent, lessee or Occupant of premises, whether improved or unimproved, including lots and areas, to keep, or cause to be kept, such premises clean and free of Litter and Refuse.

Section 98.1-8 - Vehicles Dropping Contents on Public Right of Way

Any person who transports in any vehicle or in any other manner upon any public place any loose material or articles likely to shift, fall, spill, or be blown upon the public right way or place shall cover the contents thereof, or shall convey the contents in tightly secured and covered boxes or containers. If any of the contents shall be blown, spilled, fall or become scattered in or upon any public right of way or place, such person shall immediately cause such contents to be gathered up and removed.

See also: [City of Manassas Ordinance Section 78-140.](#)

Section 98.1-9 - Dumping

The City of Manassas enforces all State regulations on Dumping.

Please refer to:

State Law Reference: [Code of Virginia § 33.2-802. Dumping Trash, companion animals, etc., on highway, right-of-way or private Property; penalty.](#)

State Law Reference: [Code of Virginia Code of Virginia § 10.1-1418.1 Improper Disposal of Solid Waste; civil penalties.](#)

See also: City of Manassas Ordinance Sections [70-92](#), [78-133](#) and [78-138](#).

Section 98.1-10 - Violation of Article

Violation of any provision of this article of the City of Manassas Code shall constitute a Class 1 misdemeanor under the [Code of Virginia §18.2-11](#) except as expressly provided elsewhere within this Chapter.

ARTICLE III - COLLECTION BY AN AUTHORIZED PERSON

Section 98.1-11 - Collection of Solid Waste Fees

Fees for Solid Waste collection shall be as set forth in an uncodified ordinance as approved and amended by the City Council.

Section 98.1-12 - Landlord and Tenant responsibility

Owners of Property in the City whose Property is eligible for service under this curbside collection program and their Tenant(s) must comply with provisions of this article.

Section 98.1-13 - Scope of Service

The City of Manassas may provide curbside Refuse and Recycling collection service to Service Users (excluding multi-family dwellings) and to businesses located within the Downtown Commercial Collection Area who comply with this article and other applicable code provisions.

Section 98.1-14 - Prohibition against use of curbside collection service

- (a) Any Property or parcel of land within the Downtown Commercial Collection Area of the City generating weekly Refuse in excess of four (4) ninety-six gallon containers will be denied City curbside collection service due to volume. The Property Owner shall be responsible for arranging proper Disposal of Refuse and Recycling through a licensed Private Hauler.

- (b) All commercial properties located outside the City's Downtown Commercial Collection Area shall be responsible for arranging proper Disposal of Refuse and Recycling through a licensed Private Solid Waste Hauler.

Section 98.1-15 - Conditions of Service

To qualify for this service under this article, Service Users must place all accumulated Refuse and Recycling in containers that meet the conditions set forth in Section 98.1-16 -98.1-18 of this Article.

Section 98.1-16 - Refuse Container Requirements

Service Users within the City must set out Refuse in Suitable Containers for collection in compliance with Sections 98.1-21 and 98.1-22 of this Article.

- (a) City provided Refuse Containers or private Suitable Containers shall be used for City Refuse collection.
 - (1) The City will provide hard-sided Refuse Containers with tight fitting lids to Service Users in single family homes and townhomes for the purpose of Refuse collection. Service Users may receive additional City Refuse Containers, for a set fee, as set forth in an uncodified ordinance approved and amended by the City Council.
 - (2) As a matter of health and safety, all Refuse must be placed in plastic bags and set in City Refuse Containers or suitable private containers for collection.
 - (3) Plastic bags will only be considered Suitable Containers during time frames specified by the City for periodic overflow. The time frames will be for specific holidays and other times of heavy Trash volume that the City will designate and notify Service Users through media generally available to alert Service Users to changes in Trash service. All plastic bags must be securely tied at the top and have sufficient wall strength to support fifty (50) pounds when lifted from the top.
 - (4) The City will not be responsible for replacement of non-Suitable Containers taken or damaged by the City or its agents, and will not be responsible for replacement of Suitable Containers taken or damaged by third parties.
 - (5) Refuse that is too large to fit into Refuse Containers is considered Bulk Waste. Service Users must call to schedule Bulk Waste collection and set out Bulk Waste in accordance with Section 98.1-21 of this article.

Section 98.1-17- Recycling Container Requirements

Service Users within the City must set out Recycling in Suitable Containers for collection in compliance with Sections 98.1-21 and 98.1-22 of this Article.

- (a) City provided Recycling Containers or bins shall be used for City Recycling collection.
 - (1) Recycling shall be sorted in accordance with the regulations promulgated by the City Manager as recyclable and acceptable to the City for Recycling.

- (2) Over-sized cardboard shall be broken down, flattened and taped together and set next to Recycling Container or bin.
- (3) Only shredded paper set out for collection may be set out in clear plastic bags to ensure safety and visibility of contents.
- (4) No Refuse, Yard Waste, plastic Trash bags, plastic shopping bags or plastic film may be placed in the City provided Recycling Containers or bins.

Section 98.1-18 - Yard Waste Container Requirements

For Yard Waste (except for the Curbside Leaf Collection Program): Service Users shall use a private Refuse Container, or paper biodegradable bag designed for Yard Waste, with sufficient wall strength to maintain physical integrity with a load weight not to exceed fifty (50) pounds.

- (a) Yard Waste set out in a City provided Refuse Container or Recycling Container or in a plastic bag will not be collected in accordance with Section 98.1.24 of this Article.
- (b) Branches or limbs set out as Yard Waste shall not exceed four (4) feet in length and three (3) inches in diameter and shall be bundled and tied for collection or set out in a private container.
- (c) Yard Waste including all brush and bagged leaves shall be secured so as to prevent being blown and scattered by wind.

Section 98.1-19 - Noncompliance with Container Requirements

Noncompliance with Sections 98.1-15- 98.1- 17 of this article, in addition to or in lieu of shall constitute a Class 1 misdemeanor under the [Code of Virginia §18.2-11](#), the City may pursue any or all of the following remedies:

- (a) The City may choose not to collect the Refuse, Recycling or Yard Waste. In such case, a notice may be given to the Property Owner of the Property in front of which such uncollected Refuse, Recycling or Yard Waste was placed. The latter notice may be verbal or written and shall be provided as soon as is feasible after the rejection; or
- (b) The City may collect the Refuse, Recycling or Yard Waste notwithstanding the fact that its placement does not comply with the provisions of this article. In such cases, the City shall after reasonable notice assess the actual cost of collection. There will be a minimum charge, which will be set by an uncodified ordinance, per truck load, against the Owner of the Property in front of which such Refuse was placed. This charge shall be billed to the Owner, and collected as taxes and levies are collected, or in separate billings, including but not limited to, those related to utility payments. Every charge authorized by this section with which the Owner of any such Property shall have been assessed and which remains unpaid shall constitute a lien against such Property.

Section 98.1-20 - Ownership of Refuse and Recycling Containers

- (a) Refuse and Recycling Containers are provided to Service Users by the City or its agent and shall remain the property of the City or its agent. In the event a Service User moves, the Service User shall leave the Refuse and Recycling Container behind to be used by the next customer occupying the Property being served.
- (b) City provided containers for Refuse and Recycling shall not be defaced, except that the address of the Property to which the container is provided may be marked on the underside of the container lid.

Section 98.1-21 - Placement of Containers, Bundles and Bulk Waste

The City or its agent may provide curbside Refuse and Recycling collection service to qualifying properties. The collection schedule shall be set by the Refuse and Recycling Coordinator, and a copy thereof shall be available to any City resident or business upon request. All collection services shall be subject to the regulations set forth in an uncodified ordinance and fee schedule adopted by the City Manager.

- (a) All Refuse to be collected by the City shall be set out or located so that it can be easily and conveniently reached by collection crews at the curb or edge of the street no further than one (1) foot behind the curb or edge of the street on which the City provides collection.
- (b) Refuse and Recycling Service Users located in the Downtown Commercial Collection Area shall be subject to the following collection procedures:
 - 1. Containers and Dumpsters holding Refuse and Recycling shall be placed in areas designated on the Downtown Commercial Collection Area map.
 - 2. It shall be unlawful to place containers, Dumpsters, bags or bins on sidewalks in the Downtown Commercial Collection Area from 10:00 a.m. to 3:00 p.m.
 - 3. Restaurants shall use only closed, non-leaking containers with tops for Refuse collection, with their name and address clearly marked on each container.
 - 4. Such Refuse and Recycling shall be so placed for collection at the curb not earlier than 6:00 p.m. on the day preceding the scheduled collection for such location nor later than 7:00 a.m. of the day of scheduled collection.
 - 5. Emptied containers shall be removed by the Owner/Occupant from the sidewalk or street and returned to an enclosed/ screened area, in accordance with [City of Manassas Ordinance Chapter 130](#), no later than 10:00 a.m. the day of collection.
- (c) Any additional Refuse and Recycling special collections and Disposal are subject to contract set forth between the commercial Owner/Occupant and the designated City contractor or through a licensed Private Hauler.
- (d) Refuse and Recycling Service Users located in Residential areas shall be subject to the following collection procedures:

1. Containers shall be set out no earlier than 12:00 p.m. the day prior to the day for collection and no later than 6:00 a.m. the day of collection.
2. Following collection; all containers shall be removed from the curb, no later than 12:00 p.m. on the day following collection and may be stored in the rear or side yards only, in accordance with the requirements of this subsection, or may be effectively blocked from view by vegetation; otherwise, such containers shall be stored within a principal or accessory structure on the Property.
3. Refuse and Recycling stored outdoors on private Property must be placed in a Refuse Container or Recycling Container and screened in accordance with [City of Manassas Ordinance Chapter 130](#).
4. Every Service User shall take adequate precautions to secure all Refuse, Recycling, Bulk Waste and Yard Waste in such a manner as to ensure the safety of the public.
5. If Refuse, Recycling or Yard Waste is scattered or blown because the Occupant or Owner did not use a Suitable Container, then that Occupant or Owner is responsible for the scattering and may be charged with Littering under Sections 98.1-6, 98.1-7 and 98.1-9 of this Article.

(e) Bulk Waste items shall be collected at curbside through scheduled collection only.

(f) All refrigerator or freezer doors must be removed prior to collection.

Section 98.1-22 - Noncompliance with Placement Requirements

Noncompliance with 98.1-21-98.1-24 of this Article, in addition to or in lieu of shall constitute a Class 1 misdemeanor under the [Code of Virginia §18.2-11](#), the City may do any or all of the following:

- (a) The City may choose to confiscate City containers left out at the curb, or in the public right of way, outside the collection period. In such case, a notice may be given to the Property Owner of the Property to which the container has been assigned to remove the container(s) from the curb, or public right of way, within twenty four (24) hours of the notice be issued. The latter notice may be verbal or written and shall be provided as soon as is feasible after identifying the Violation.
- (b) If the Property Owner does not comply with the provisions of this article, the City shall after reasonable notice confiscate the City containers in Violation. There will be a minimum charge, set forth in an uncodified ordinance and fee schedule adopted by the City Manager, for the replacement of each Refuse or Recycling Container, against the Owner of the Property to which the container(s) has/have been assigned.
- (c) This charge shall be billed to the Owner, and collected as taxes and levies are collected, or in separate billings, including but not limited to, those related to utility payments. Every charge authorized by this section with which the Owner of any such Property shall have been assessed and which remains unpaid shall constitute a lien against such Property.

Section 98.1-23 - Seasonal Curbside Leaf Collection Program

- (a) The City provides an annual leaf collection program, for all City maintained streets, during the months of October through January. During such months, fallen leaves may be raked or swept to the curbside, or street edge, for vacuum collection.

It shall be unlawful to:

- 6. Rake leaves into any street far enough from the curb or street edge so as to create a traffic hazard, in accordance with [City of Manassas Ordinance Section 102-32](#). The safe distance from a curb or street edge for the deposit of leaves for vacuum collection will vary depending on street widths and other traffic conditions.
 - 7. Rake leaves into or near storm drains so as to create an obstruction and prevent the drainage of storm water from the street. In accordance with [City of Manassas Ordinance Section 102- 41](#).
 - 1. It shall be unlawful to rake leaves onto a sidewalk so as to cover its entire width and obstruct pedestrian traffic on such sidewalk, in accordance with [City of Manassas Ordinance Section 102-32](#) .
- (b) During the months of January through October, all leaves must be bagged and placed for collection in accordance with Sections 98.1-18 of this article.

Section 98.1-24 - Non-collectable Items - generally

The following items shall not be set out by Service Users or collected by the City or designated Refuse and Recycling contractor, unless otherwise authorized by the City Manager:

- (a) Household Hazardous Waste;
- (b) Hazardous Waste;
- (c) Explosives and Ammunition;
- (d) Electronic Waste, excluding televisions and computer monitors, which must be scheduled for collection;
- (e) Regulated Medical Waste;
- (f) Sharps in red “bio hazard” containers and loose Sharps.
- (g) Institutional Waste;
- (h) Industrial Waste;
- (i) Residential construction and or remodeling debris in excess of one (1) cubic yard, greater than four (4) feet in length and/or greater than fifty (50) pounds;
- (j) Commercial construction and/or remodeling debris;
- (k) Stone, brick, sand, rock, asphalt, concrete, pavers, mulch, compost, topsoil;
- (l) Stumps, roots, fallen trees, tree trunks, limbs and branches in excess of four (4) feet in length and three (3) inches in diameter and in excess of fifty (50) pounds;
- (m) Yard Waste and Recycling in plastic bags;
- (n) Yard Waste mixed with Refuse or Recycling;
- (o) Waste Tires;
- (p) Automobile parts;

(q) Dead animals.

Section 98.1-25 - Uncollected Refuse, Recycling, Bulk Waste and Yard Waste

Where the City has not collected Refuse, Recycling, Bulk Waste and Yard Waste from curbside points of collection or elsewhere because such Refuse, Recycling, Bulk Waste and Yard Waste were not placed or prepared in accord with this article, the persons responsible for such placement shall remove that Refuse, Recycling, Bulk Waste and Yard Waste by the end of the designated collection day.

Section 98.1-26 – Noncompliance with Placement Requirements

Noncompliance with Sections 98.1-21 - 98.1-25 of this Article, in addition to or in lieu of prosecution of such person for a Class 1 misdemeanor Violation, the City may pursue any or all of the following remedies:

- (a) In the interest of health and safety, the City shall enforce compliance of placement requirements on all public rights of way. In the case of properties not situated on public rights of way, it shall be the responsibility of the Property Owner or Property management entity to enforce compliance in accordance with the covenants of said private Property.
- (b) The City may choose not to collect the Refuse, Recycling, Bulk Waste and Yard Waste. In such case, a notice may be given to the Property Owner of the Property in front of which such uncollected Refuse, Recycling, Bulk Waste and Yard Waste was placed. The latter notice may be verbal or written and shall be provided as soon as is feasible after the rejection; or the latter notice may be verbal or written and shall be provided as soon as is feasible after the rejection; or
- (c) The City may collect the Refuse, Recycling, Bulk Waste and Yard Waste notwithstanding the fact that its placement does not comply with the provisions of this article. In such cases, the City shall after reasonable notice assess the actual cost of collection against the Owner of the Property in front of which such Refuse was placed. . In such cases, the City shall after reasonable notice assess the actual cost of collection. There will be a minimum charge of one hundred eighty five dollars (\$185.00) per truck load, against the Owner of the Property in front of which such Refuse, Recycling, Bulk Waste and Yard Waste was placed.
- (d) This charge shall be billed to the Owner, and collected as taxes and levies are collected, or in separate billings, including but not limited to, those related to utility payments. Every charge authorized by this section with which the Owner of any such Property shall have been assessed and which remains unpaid shall constitute a lien against such Property.

ARTICLE III - COMMERCIAL SOLID WASTE COLLECTION GENERALLY

Section 98.1-27 - Commercial Solid Waste Collection – Generally

Solid Waste collection is mandatory for all Commercial Properties within the City. Commercial Properties outside the Downtown Commercial Collection Area must secure the services of a licensed Private Hauler.

- (a) Commercial Properties using the services of a licensed Private Hauler shall cause Refuse, Recycling, Bulk Waste and Yard Waste to be collected from their respective buildings, establishments or premises, and Disposed of, in such a manner as not to create a Public Nuisance or public health hazard.
- (b) It shall be the duty of the Owner or operator of an establishment to use approved and appropriate Solid Waste containers. Open Roll-off Containers may not be used to collect, store, or transport Solid Waste or any other putrescible items except where by permitted use.
- (c) Solid Waste shall be collected from all premises not serviced by the City at least once each week.
- (d) Unpermitted accumulation and inappropriate Disposal of Refuse, Recycling, Bulk Waste and Yard Waste is subject to Violation and penalties under [City of Manassas Ordinance Chapter 70](#).
- (e) All Litter must be removed from Commercial Properties in accordance with City of Manassas Ordinance Sections 98.1-9, [70-91](#), [70-92](#) and [130-242](#).

Scale of Fines

Section 98.1-5 – Violation of Chapter

Violation of any provision of Chapter 98 of the City of Manassas Code shall constitute a Class 1 misdemeanor under the [Code of Virginia §18.2-11](#) except as expressly provided elsewhere within this Chapter. The authorized punishments for conviction of a Class 1 misdemeanor is confinement in jail for not more than twelve months and a fine of not more than \$2,500, either or both.

Section	Title	Fine
Section 98.1-6	Littering	Class 1 Misdemeanor
Section 98.1-7	Premises to be Kept Free of Litter and Refuse	\$75, \$150, \$300
Section 98.1-8	Vehicles Dropping Contents on Public Right of Way	Class 1 Misdemeanor
Section 98.1-9	Dumping	Class 1 Misdemeanor
Section 98.1-16	Refuse Container Requirements	\$75, \$150, \$300
Section 98.1-17	Recycling Container Requirements	\$75, \$150, \$300
Section 98.1-18	Yard Waste Container Requirements	\$75, \$150, \$300
Section 98.1-21	Placement of Containers, Bundles and Bulk Waste	\$75, \$150, \$300
Section 98.1-23	Seasonal Curbside Leaf Collection Program	\$75, \$150, \$300
Section 98.1-24	Non-collectable Items	\$185 + Cost of disposal
Section 98.1-25	Uncollected Refuse, Recycling, Bulk Waste and Yard Waste	\$185 + Cost of disposal



Commercial Solid Waste Management Plan

Historic Downtown Manassas

September 7, 2017

Monica Boehringer
Refuse and Recycling Coordinator

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Commercial Solid Waste Management Plan

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Purpose

To review trash and recycling collection within the Historic Downtown Manassas and propose a solution that will meet the needs of businesses and residents within the area providing a clean, attractive and safe environment for all who visit, work and live there.

Objectives

1. Reduce the amount of trash and clutter building up in Historic Downtown.
2. Establish a long-term viable and sustainable solution to trash collection for businesses, residents and restaurants in Historic Downtown.
3. Establish a Commercial Rate for City Refuse and Recycling collection that is in line with the demands that they place on the service.
4. Develop a high profile Business Recycling program that provides recognition for businesses and encourages recycling.

Background

The City of Manassas is rapidly becoming a more diverse and cosmopolitan area of Northern Virginia. As the heart of Historic Downtown Manassas grows and begins to develop a rich and dynamic variety of commercial, residential and public spaces for City residents and visitors to explore; the issue of cleanliness and aesthetically pleasing views of the City are becoming a growing concern.



Unightly trash carts, bags and loose trash in the streets and alley ways, odors emanating from standing trash carts and dumpsters, and cigarette litter thrown from passing cars have become the source of more than twenty five (25) complaints over the past two (2) years.

While other commercial areas within the City of Manassas have the space required for the containment of trash and recycling, Historic Downtown poses a unique challenge. Storage of trash and recycling carts for buildings within Historic Town has been problematic. The space between and behind buildings are often limited and the volume of carts and dumpsters have been a source of disagreement between property owners.

The City's current Refuse and Recycling contract is based on residential collections only. The type of containers used and the timing of collections do not meet the needs of businesses, multi-unit dwellings above businesses and restaurants that can generate up to ten (10) pounds of trash per hour.

The City's new Refuse and Recycling contract includes the option for specialized commercial trash and recycling collection. This option offers the City an opportunity to provide the community with a collection service that meets the current need for commercial collection within Historic Downtown and a sustainable working solution for new commercial and residential ventures that join our community.

Issues

- Timing
 - Area is serviced only twice a week.
 - Some businesses pay for additional collections to supplement the timing.
 - Privately contracted haulers enter the area at different times adding to traffic.
- Volume
 - Restaurants using the City service generate high volume and heavier trash and require more trash carts.
 - Some building owners do not provide trash containers for residents living above shops/restaurants.
 - Some building owners are paying \$27.88 monthly for buildings that support businesses and multiple dwellings which generate up to five times the trash accounted for in the service fee.
- Cost
 - \$27.88 monthly for commercial service does not cover the cost of disposal and is based on the volume generated by a single family or townhome resident.
 - City residents pay for the additional costs of collection and disposal through their service fee.
- Recycling
 - Many restaurants and businesses do not recycle, which increases the weight of their trash by up to forty (40) percent – which adds to the cost of disposal.
 - The cost of disposing recyclable materials is \$0 and the cost of disposing trash is \$60 per ton.
- Practicality
 - Alleys and rear of buildings provide little space for storing trash.
 - Alleys and rear of buildings are a source of dispute between owners.
 - Dumpsters can be very difficult to service.



Complaints

The Refuse and Recycling Coordinator recorded forty (40) complaints regarding areas within the Historic Downtown area.

- Twelve (8) complaints about loose and bagged trash in the alley way between buildings.
- Three (4) complaints about overflowing dumpsters at the back or side of a building.
- Four (4) complaints about trash carts visible from the street outside collection period.
- Three (14) complaints about trash carts stored on another property building without permission.
- Three (10) complaints about loose trash and bagged trash on Center Street outside collection period.

Proposed Solutions

The City has been researching solutions to the trash problem in Historic Downtown Manassas for the past three years. Ideas and opinions have been gathered through a variety of sources.

Methods included:

- A survey of property owners and businesses in early 2015;
- Consultation with the Historic Manassas Restaurant Alliance and Old Town Business Association;
- Private meetings with the owners of Zandra's, Katarina's, CJ Finz, Mackey's, Manassas Clay, The Bone and City Square Café;
- Walk-throughs with American Disposal Services;
- Discussion with the Citizen's Advisory Committee on Solid Waste – including Council Member Ken Elston;
- Meetings with City of Manassas colleagues in Zoning and Utilities Customer Service;
- Meetings with the City Manager.

The following solutions were proposed:

- All restaurants to use a private hauler;
- All restaurants to single private hauler through external contract;
- All restaurants to single private hauler through City contract solely for restaurants;
- City to purchase/lease one large or several smaller trash compactors – to be sited in Historic Downtown and charge restaurants for use;
- Owners to purchase/lease one large or several smaller trash compactors – to be sited in Historic Downtown and bear the cost of use;
- City to add collections to Historic Downtown to the new Refuse and Recycling contract.

In the short term, a cardboard dumpster, under the City contract, has been relocated to the area behind Mackey's. The dumpster has proven a moderate success in establishing a central location for cardboard recycling within Historic Downtown. The dumpster is serviced three times per week.

Preferred Solutions

City staff recommends the creation of a Downtown Commercial Collection Area to match the existing Historic Downtown overlay map, which will secure, preserve and promote a better regulated and cleaner Historic Downtown area for businesses and residents.

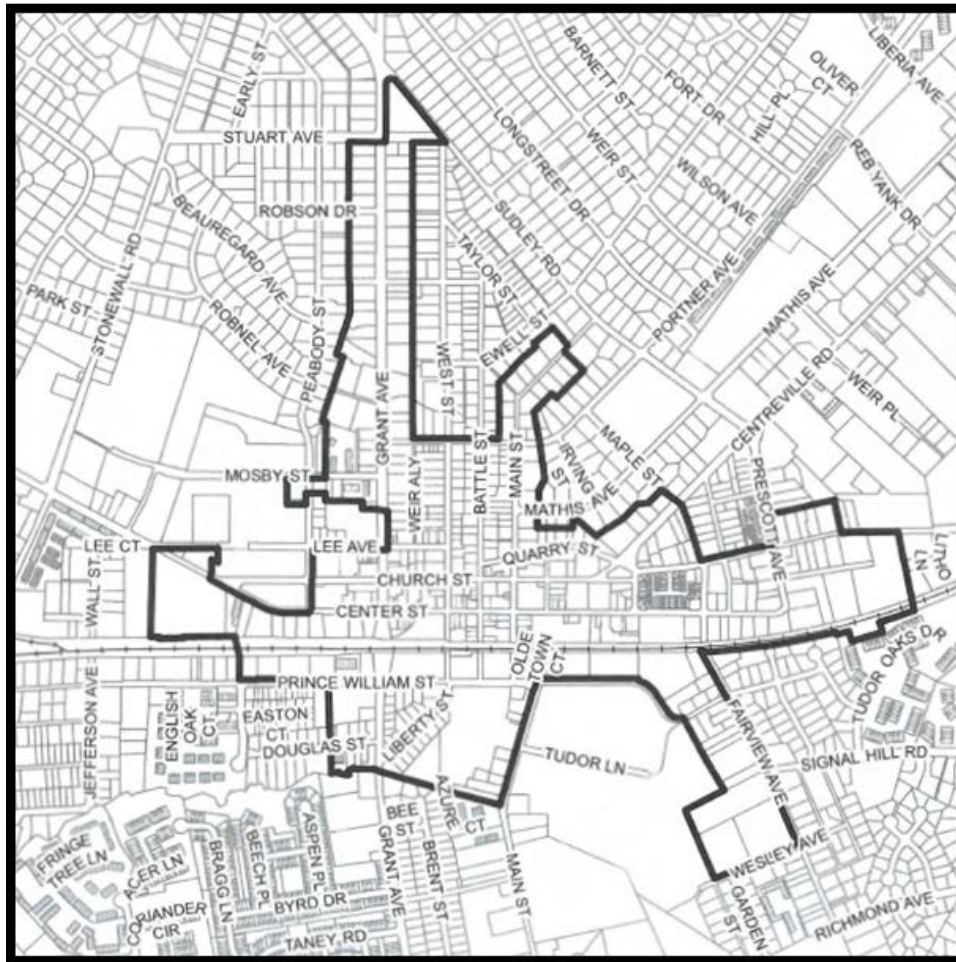


Figure 1 – Local Historic District Map

The heart of the proposed Downtown collection area is currently comprised of seventy six (76) properties including restaurants, businesses and apartments. (Appendix B) There is also a list of commercial accounts paying for trash collection in the whole Historic Downtown area totals one hundred (100) accounts. (Appendix C)

What works best?

- Working with businesses and property owners to find the right balance of containers and collections to meet their needs.
- Offering 96 gallon trash containers and 64 gallon recycling containers for all participating in the City collection program.
- Offering trash and recycling collection service options of 2, 4 and 6 times per week.
- Introduction of 2YD and 4YD dumpsters for businesses/buildings with higher volume and the space for an enclosed storage area.

By offering individualized solutions that meets the needs of businesses and residents within the area, the City can meet the needs of citizens and maintain a clean and uniform appearance on Historic Downtown streets on trash days.

Additional benefits will include:

- Improved appearance of Historic Downtown
- Screened off dumpsters
- Opportunity to introduce and increase business recycling
- Reduces Solid Waste costs for City
- Increase in recycling rate for City

Approximate Cost of Service

The cost for servicing Historic Downtown Manassas has been included as an option within the new Refuse and Recycling contract for the City. The new pricing is more appropriate to the type and volume of trash generated and can be scaled up or down in price depending on the need of a particular property.

Monthly Cost for Trash Collection Service			
Size	Two collections per week	Three collections per week	Six collections per week
64 gallon	\$42.00	\$63.00	\$84.00
96 gallon	\$42.00	\$63.00	\$84.00
2CY Dumpster	\$215.60	\$323.40	
4CY Dumpster	\$249.20	\$373.80	
Monthly Cost for Recycling Collection Service			
Size	Two collections per week	Three collections per week	Six collections per week
64 gallon	\$8.40	\$25.20	\$50.40
96 gallon	\$8.40	\$25.20	\$50.40
2CY Dumpster	\$77.00	\$203.00	
4CY Dumpster	\$77.00		

Figure 2 – Approximate Costs of Service including adjustments for administration

Participants in the program will be offered a choice of either 64 gallon or 96 gallon trash and recycling carts and a range of collection options to meet their needs. Adding collections will reduce the need for additional carts and reduce the number carts on the streets and in alley ways.

Comparative Analysis

City of Alexandria

The City of Alexandria operates a system that is closest to the one proposed for the Historic Downtown area. Businesses within the defined district use carts only for trash and recycling collection. The service charge is \$337.00 (\$28.08 per calendar month) per 65 gallon trash cart for collection one day per week. If the business needs more carts, the fee increases according to the number of carts they have. The fee includes recycling and a recycling cart.

City of Charlottesville

The City of Charlottesville operates an annual trash decal system for collection. Customers located in the Downtown and Uptown trash collection area may use daily decals, or quarterly decals placed on cans or wheeled carts. The annual cost for collection is \$327.60 (\$27.30 per calendar month) per 64 gallon cart and \$491.40 (\$40.95 per calendar month) per a 96 gallon cart.

City of Roanoke

The City of Roanoke uses a system of sealed compactors and curbside collection within the Downtown Commercial Collection Area. The sealed compactor is available 24 hours per day and seven days a week for trash and recycling disposal. Each registered user receives a fob (electronic key) for access to the unit. For each registered account, the first two uses per week are free. Each subsequent use is \$1. There is no charge for recycling. Businesses and residents that are not in the sealed compactor zone may subscribe for an enhanced service for daily collection for a fee. The fee is based on class of trade. If the business is a restaurant, office, or financial institution in the CBD area, a monthly charge of \$120 is issued. All other businesses and residential associations are charged \$70 monthly.

Businesses outside the Downtown Commercial Collection Area

The City currently services seventy one (71) businesses outside the proposed Downtown Commercial Collection Area. . A majority of the businesses currently being serviced outside the Downtown area do not have issues with space and are in areas where private haulers have been providing refuse and recycling service for a very long time.

Although the contract for Refuse and Recycling is intended for residential use only, the City has been able to include small homebased businesses and offices in collections.

Roanoke, Charlottesville and Alexandria also provide a similar service to businesses with trash and recycling volume that can be accommodated in less than three (3) 96 gallon containers and included as part of the regular single family or townhome collection route.

City staff proposes continuing City trash and recycling collection services to these businesses at the lowest “commercial” rate. Businesses with volume greater than three (3) 96 gallon containers per collection should seek to establish a contract with a private hauler who would be able to accommodate their service needs. This will allow the City to provide a solid waste solution to support small businesses within our community.

Code Enforcement

The City's newly revised Solid Waste Code includes ordinances pertaining to commercial solid waste.

Dealing with Cigarette Litter

During the consultation with businesses in Historic Downtown, the issue of cigarette litter was raised. The volume of litter on the street and in the curb is a source of frustration to business owners.



City staff proposes working with Historic Manassas Incorporated, Historic Manassas Restaurant Alliance, Old Town Business Association and Keep America Beautiful to obtain a Cigarette Litter Prevention Program (CLPP) grant to help reduce the problem in the area and educate adult smokers on the proper disposal of their cigarette butts.

As a Keep America Beautiful affiliate, the City has access to information and educational tools, as well as funding for ash receptacles and the distribution of pocket or portable ashtrays.

Working with the business community, the City can develop an effective local Cigarette Litter Prevention Program that includes proven, field-tested solutions or strategies for reducing cigarette litter:

- Enforcement of litter laws, including cigarette litter;
- Raising awareness about the issue using public service messages and signage;
- Placing ash receptacles at transition points such as entrances to public buildings; and
- Distributing pocket or portable ashtrays to adult smokers.

Incentives for Participation

Changing behavior and increasing participation in recycling requires education and outreach appropriate to the community. Taking the time to explain the benefits of the new Downtown Commercial Collection Area will improve participation and develop a sustainable way forward for a cleaner and greener Historic Downtown Manassas.

The Department of Environmental Quality (DEQ), Virginia Tourism Corporation (VTC) and several jurisdictions throughout the DELMARVA region have introduced incentive programs for businesses to become "greener" and more sustainable.

According to the National Restaurant Association:

- Sixty-five percent of restaurateurs currently have a recycling program in place, and 13 percent participate in composting programs.
- Seventy-four percent of restaurateurs who recycle do so in the kitchen and office areas, while 43 percent have a program in the dining room and other customer-facing areas.
- Nearly three out of four (72 percent) restaurant operators use products made from recycled materials; the most common of these items were bags, paper products and food containers.
- Sixty percent of consumers say they prefer to visit a restaurant that recycles.
- A strong majority of consumers (85 percent) say they sort recyclables in quick-service restaurants if receptacles are provided.
- About half of consumers (51 percent) say they are willing to pay a little more for menu items at a restaurant that recycles.

Manassas Green

Staff proposes the introduction of an outreach and incentive program for Historic Downtown businesses that will provide information, support, encouragement and sustainability.

The Manassas Green program will include:

Education

City staff proposes working with the National Restaurant Association and the Green Restaurant Association to deliver peer to peer training on affordable and sustainable recycling practice.

Raising Awareness

City staff proposes introducing a Manassas Green window decal for businesses completing free recycling and waste analysis and recycling education presentation. Businesses that attend will become partners in recycling and receive recognition for their efforts by letting their customers know that they recycle.

Recognition

City staff proposes formally recognizing good recycling practices in businesses by awarding an annual Manassas Green Recycler of the Year award.

Cost Savings

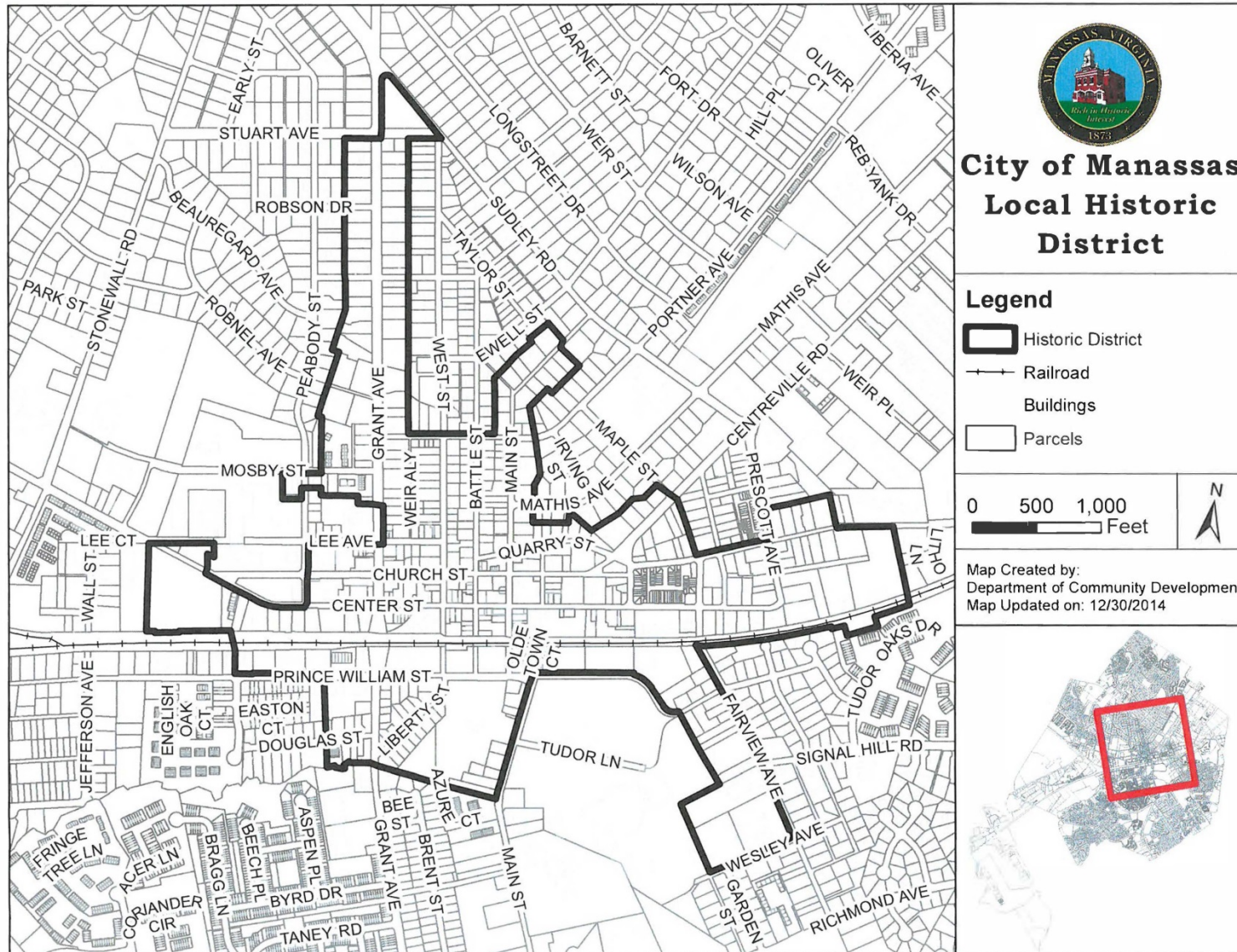
City staff proposes subsidizing the cost of recycling for participating businesses to establish good recycling practices and reduce the cost of trash collection.



Conclusion

City staff have concluded that a Downtown Commercial Collection Area supported by an active education and outreach program for business refuse and recycling will provide an appropriate and cost efficient service to Historic Downtown Manassas. The City is also proposing the implementation of a Commercial Solid Waste Code (See City of Manassas Ordinance Section 98 Article III) to offer guidance for storing and disposing of solid waste.

Appendix A – Location Map



Appendix B – Property Owners

Number	Address	Owner	Address	Address	City	State	Zip
9219	Center Street	Weems LLC	41531	Southpaw Place	Leesburg	VA	20175
9215	Center Street	Bob Riley	8650	Sudley Road #411	Manassas	VA	20110
9213	Center Street	R F Sappington JR MD	4603	Ashby Street NW	Washington	DC	20007
9211	Center Street	R F Sappington JR MD	4603	Ashby Street NW	Washington	DC	20007
9209	Center Street	Mitchell L Phelps INC	PO BOX 1729		Woodbridge	VA	22195
9208	Center Street	Patricia M Razeghi	23864	Fleetwood Road	Aldie	VA	20105
9126	Center Street	Chip Rohr	PO BOX 71		Manassas	VA	20108
9122	Center Street	Chip Rohr	PO BOX 71		Manassas	VA	20108
9116	Center Street	Bodnar Real Estate Holding, LLC	6969	Richmond Highway	Alexandria	VA	22306
9110	Center Street	Center and Battle LLC	PO BOX 85		Manassas	VA	20108
9129	Center Street	Hibbs and Giddings LLC	8041	Stillbrooke Road	Manassas	VA	20112
9125	Center Street	JBC Developers Incorporated	9315	Grant Avenue	Manassas	VA	20110
9123	Center Street	JBC Developers Incorporated	9315	Grant Avenue	Manassas	VA	20110
9117	Center Street	Azim Enterprises LLC	15624	Jilliams Forest Way	Centreville	VA	20120
9115	Center Street	Bassam Eways	14218	Rock Canyon Drive	Centreville	VA	20121
9109	Center Street	Geoffrey Lyster	9109	Center Street	Manassas	VA	20110
9107	Center Street	Green Equity Solutions	9573	Manassas Forge Drive	Manassas	VA	20111
9101	Center Street	Robyn Thompson and Sherrie Carter	157	Pinnacle Drive	Warrenton	VA	20186
9073	Center Street	Lady of America Inc.	10100	Old Columbia Road	Columbia	MD	21046
9029	Center Street	Claudia Moore	PO Box 10016		Manassas	VA	20108
9100	Center Street	Center Street LLC	10521	Crestwood Drive #203	Manassas	VA	20109
9108	Center Street	Cockes Buildings Inc	9108	Center Street	Manassas	VA	20110
9411	West Street	Daffan West LLC	10802	Glen Mist Lane	Fairfax	VA	22030
9402	Battle Street	Robert Faust	9402	Battle Street	Manassas	VA	20110
9404	Battle Street	Ratcliffe Family LLP	9404	Battle Street	Manassas	VA	20110
9406	Battle Street	Odendhal Properties LLC	9121	Grant Avenue	Manassas	VA	20110
9408	Battle Street	James T. Wilson	9408	Battle Street	Manassas	VA	20110
9409	Battle Street	Nancy Sandoval and Genaro Villegas	7264	Tinsley Way	Manassas	VA	20111
9414	Battle Street	Estate of George Roy c/o Robert M Cooper Jr.	9255	Lee Avenue	Manassas	VA	20110
9424	Battle Street	Odendhal Properties LLC	9121	Grant Avenue	Manassas	VA	20110
9428	Battle Street	Robert and Susana Barolin	9428	Battle Street	Manassas	VA	20110
9404	Main Street	Bull Run Unitarian Universalist Church	9350	Main Street	Manassas	VA	20110
9366	Main Street	Oswald and Marlene Bacher Trustees	8001	Wolf Run Shoals Road	Clifton	VA	22024

Number	Address	Owner	Address	Address	City	State	Zip
9410	Main Street	GMB LLC c/o Stephen Nelson	8217	Lone Oak Court	Manassas	VA	20111
9412	Main Street	Azim Enterprises LLC	15624	Jilliams Forest Way	Centreville	VA	20120
9419	Main Street	Distillery Store Properties LLC	9419	Main Street	Manassas	VA	20110
9415	Main Street	Furlong and Neal LLC	9417	Main Street	Manassas	VA	20110
9413	Main Street	J and V LLC c/o Carl Joseph	9957	Grapewood Court	Manassas	VA	20110
9409	Main Street	Brewer Enterprises	5616	Pickwick Road	Centreville	VA	22020
9407	Main Street	Cento Group LLC	8299	Penny Lane	Manassas	VA	20112

Appendix C – Commercial Account Holders

Historic Downtown			
Name	Number	Street	Acct Type
OBERBAUER, EARL J JR	9329	BATTLE ST	2R4
RECTOR CONSTRUCTION	9341	BATTLE ST	2R4
MUFARREH, SAMI NAEEM	9402	BATTLE ST	2R4
RATCLIFFE, RICHARD J.	9404	BATTLE ST	2R4
BAD WOLF PUBLIC HOUSE	9406	BATTLE ST	2R4
REBEL COIN & STAMP SHOP	9408	BATTLE ST	2R4
AMYS BRIDAL BOUTIQUE LP	9411	BATTLE ST	2R4
CALICO JACK'S	9413	BATTLE ST	2R4
CENTER FOR THE ARTS OF GREATER	9415	BATTLE ST	2R4
BAROLIN SR, ROBERT W	9428	BATTLE ST	2R4
MARIACHI TEQUILA RESTAURANT IN	9426	BATTLE ST # 201	2R4
SOMETHING OLD SMTHG NEW BRIDAL	9426	BATTLE ST # 204	2R4
MSG PROPERTY LLC	9411	BATTLE ST # B	2R4
REFORMED PRESBYTERIAN CHURCH	8913	CENTER ST	2R4
MOORE, KENNETH DANIEL	9000	CENTER ST	2R4
IRVING & IRVING PC	9001	CENTER ST	2R4
MANASSAS ICE AND FUEL CO. INC	9007	CENTER ST	2R4
OLDE TOWNE HAIR CREATIONS INC	9012	CENTER ST	2R4
MCGRATH ACADEMY OF IRISH DANCE	9013	CENTER ST	2R4
JE RICE TRUE VALUE	9016	CENTER ST # 1	2R4
LAYERED BEAUTY LLC	9017	CENTER ST	2R4
KUMMER GROUP LLC	9021	CENTER ST	2R4
FRESHYSITES DC LLC	9029	CENTER ST	2R4
HYNSON HOLDING GROUP LLC	9101	CENTER ST # A	2R4
JAZ CUTZ	9103	CENTER ST	2R4
PIRES, LUIS	9104	CENTER ST	2R4
CLORISSA,BIBB T/A LOVE CHARLEY	9105	CENTER ST	2R4
PIRES, LUIS	9108	CENTER ST	2R4
SHINING SOL CANDLE COMPANY LLC	9109	CENTER ST	2R4
K&P MANAGEMENT GROUP LLC	9114	CENTER ST	2R4
EWAYS, BASSAM FARID	9115	CENTER ST	2R4
BODNAR REAL ESTATE HOLDINGS LL	9116	CENTER ST	2R4
ROHR, E. E.	9122	CENTER ST	2R4
COMPTON, CLAUDE	9123	CENTER ST	2R4
COMPTON, CLAUDE	9125	CENTER ST	2R4
ROHR, E. E.	9126	CENTER ST	2R4
WOODBINE PROPERTIES INC	9129	CENTER ST	2R4

Historic Downtown			
Name	Number	Street	Acct Type
PROSPERO'S BOOKS	9129	CENTER ST	2R4
CLUB HOPE	9209	CENTER ST	2R4
AVLONITIS, STILANOS	9212	CENTER ST	2R4
PINK LADIES THRIFT SHOP	9215	CENTER ST	2R4
CROSSROADS REALTORS	9216	CENTER ST	2R4
DOWNS JR, JAMES MARTIN	9219	CENTER ST	2R4
FIRST BAPTIST CHURCH	9258	CENTER ST	2R4
CENTER STREET OF MANASSAS ASSO	9506	CENTER ST	2R4
LOUIS A BALBONI	9033	CENTER ST 9037	2R4
NELSON, CHARLES H	9216	CENTREVILLE RD	2R4
AT HOME PERSONAL CARE SRVS LLC	9218	CENTREVILLE RD	2R4
REYNOLDS, PAK ANN	9309	CENTREVILLE RD	2R4
FLAVIANO DAZO LLC	9003	CHURCH ST	2R4
FULTON BANK	9012	CHURCH ST	2R4
FLOWERS WITH PASSION	9015	CHURCH ST	2R4
CLOUD SHOPPE	9023	CHURCH ST	2R4
TRINITY EPISCOPAL CHURCH	9106	CHURCH ST	2R4
ARA CHURCH STREET LLC	9113	CHURCH ST	2R4
9117 CHURCH STREET LLC	9117	CHURCH ST	2R4
CORTAM REAL ESTATE HOLDINGS	9119	CHURCH ST	2R4
SCHACHNER, JEAN C.	9100	CHURCH ST # 101	2R4
STAMBAUGH, GREGORY	9100	CHURCH ST # 103	2R4
MANIATAKIS, BARABAR	9100	CHURCH ST # 107	2R4
RECTOR CONSTRUCTION CO INC	9104	CHURCH ST # 201	2R4
9117 CHURCH ST LLC	9117	CHURCH ST # B	2R4
PRITCHETT CONTROLS INC	9204	CHURCH ST #101	2R3
PRITCHETT CONTROLS INC	9204	CHURCH ST #201	2R3
PRITCHETT CONTROLS INC	9204	CHURCH ST #202	2R3
CENTURY 21 LEADING EDGE REALTY	9401	EAST ST	2R4
MUELLER, CLIFFORD HARRY	9300	FAIRVIEW AVE	2R3
DEISTER ELECTRONICS USA INC	9303	GRANT AVE	2R4
COMPTON, CLAUDE T	9315	GRANT AVE	2R4
MIRIAM F NORMAN	9319	GRANT AVE	2R3
PIERCE OLD TOWN FUNERAL CHAPEL	9204	LEE AVE	2R3
THE WILHELM FIRM PLLC	9210	LEE AVE	2R4
JOHN C GRIMBERG COMPANY INC	9253	LEE AVE	2R4
STEPHENS, WILLIAM R.	9255	LEE AVE	2R4
JOHN C. GRIMBERG CO. INC	9257	LEE AVE	2R4
PRINCE WILLIAM STRING ACADEMY	9251	LEE AVE # B	2R4

Historic Downtown			
Name	Number	Street	Acct Type
BUCHANAN, L.P.	9505	LIBERTY ST	2R3
FARRELL & CROFT PC	9324	MAIN ST	2R3
MALONE BROTHERS HOSPITALITY	9327	MAIN ST	2R4
BULL RUN UNITARIAN UNIVERSAL	9350	MAIN ST	2R4
LONGEVITY WELLNESS CTR & SPA	9366	MAIN ST	2R4
GMB, LLC	9410	MAIN ST	2R4
BREWER, SAMUEL MICHAEL	9411	MAIN ST	2R4
SETON SCHOOL	9314	MAPLE ST	2R4
OLMSTEAD & OLSTEAD PC	9304	PEABODY ST	2R3
TORRES, ADRIANA E CASTRO	9300	PEABODY ST # 102	2R3
REALTY MANAGER LLC	9300	PEABODY ST # 104	2R3
RODRIGUEZ & SANABRIA PLLC	9300	PEABODY ST # 106	2R3
ASHTON WALLA & ASSOCIATES, PC	9300	PEABODY ST # 108	2R3
WAINER, GLENN	9300	PEABODY ST # 204	2R3
MCCARTHY WILSON LLP	9300	PEABODY ST # 206	2R3
RODRIGUEZ & SANABRIA PLLC	9300	PEABODY ST # 208	2R3
TIN MAN SHEETMETAL FABRICATION	9216	PRINCE WILLIAM ST	2R4
AMES FUNERAL HOME INC	8914	QUARRY ST	2R3
ENTERLINE INSURANCE AGENCY LLC	8920	QUARRY ST	2R3
RECTOR CONSTRUCTION COMPANY	9151	QUARRY ST	2R3
THE MATRIX GROUP	9321	WEST ST	2R3
DAFFAN WEST LLC	9411	WEST ST	2R5
CITY OF MANASSAS DEPOT	9431	WEST ST	2R4

Outside Downtown Area			
Name	Number	Street	Acct Type
PRINCE WILLIAM EDUCATION ASSOC	8510	BUCYRUS CT	2R3
CENTER STREET OF MANASSAS ASSO	9508	CENTER ST	2R4
CENTER ST OF MANASSAS ASSOC	9510	CENTER ST	2R4
S&K HOLDING LLC	9605	CENTER ST	2R3
KDK LLC	9750	CENTER ST	2R4
LE, DUNG NGOC	9788	CENTER ST	2R4
FIRST BAPTIST CHURCH	9258	CENTER ST-ADDITION	2R4
LABOR FINDERS OF VA INC	8910	CENTREVILLE RD	2R4
NORTHSIDE AUTO SALES	9000	CENTREVILLE RD	2R4
MANASSAS MHP, LLC	9011	CENTREVILLE RD	2R4
NORTHSIDE AUTO SALES	9012	CENTREVILLE RD	2R4
KLINE MEMORIALS	9014	CENTREVILLE RD	2R4
SHEEHY USED AUTO OUTLET	9018	CENTREVILLE RD	2R4
FREIDANK, CHRISTIAN W	9613	CHAMPION CT	2R4
VIRGINIA DANCE CENTER INC	9806	COCKRELL RD	2R3
IND HILL JEHOVAH'S WITNESSES	9912	COCKRELL RD	2R3
SCHUYLER DDS, GARY ALLEN	8705	DIGGES RD	2R4
EHRETH DDS PC, JOHN S	8707	DIGGES RD	2R4
GALLERIA DENTAL ARTS PC	8711	DIGGES RD	2R4
PREMIER PEDIATRICS OF MANASSAS	8713	DIGGES RD	2R4
MEDICAL EYE CARE ASSOCIATES	8717	DIGGES RD	2R4
OPTOMETRIC ASSOCIATES P C	8721	DIGGES RD	2R4
ARK DENTAL PC	8725	DIGGES RD	2R4
NAROJI, SYAMALA	8701	DIGGES RD # A	2R4
3LUE SKY MASSAGE	8701	DIGGES RD B	2R4
BN TRADING	9511	FAIRVIEW AVE	2R4
EL GARAGE RESTAURANT	9636	GRANT AVE	2R4
LIBEAU, DONALD	8602	LIBEAU DR	2R3
FABRIKATORS LLC	9087	LIBERIA AVE	2R3
UPPY'S CONVENIENCE STORES LLC	9879	LIBERIA AVE	2R4
CRIGGER, ROGER DALE	9501	MADISON AVE	2R3
NU-IMAGE BEAUTY SALON, THE	8922	MATHIS AVE	2R4
BIG COIN LAUNDRY OF MANASSAS I	9030	MATHIS AVE	2R4
RENT-A-CENTER INC.	9106	MATHIS AVE	2R4
FASHION HAIR SALON & SPA LLC	9122	MATHIS AVE	2R4
VIRGINIA ABC STORE #133	9130	MATHIS AVE	2R4
ADVANCE STORES CO INC # 9035	9146	MATHIS AVE	2R4
7- ELEVEN INC	9166	MATHIS AVE	2R4
SUMNER LAKE HOA	9399	NASH DR CLUBHOUSE & POOL	2R3

Outside Downtown Area			
Name	Number	Street	Acct Type
MANASSAS CHURCH OF THE BRETHRE	10047	NOKESVILLE RD	2R3
BEREAN BAPTIST CHURCH	10203	NOKESVILLE RD	2R3
LOCAL UNION NO 26 IBEW	8731	PLANTATION LN	2R3
CHURCH OF GOD	8900	PORTNER AVE	2R4
RICE, JAMES E.	9137	PORTNER AVE	2R4
EDGE CONCRETE COMPANY INC	9416	PRINCE WILLIAM ST	2R3
EDGE CONCRETE COMPANY INC	9418	PRINCE WILLIAM ST	2R3
AMERICAN LEGION POST 114	9509	PRINCE WILLIAM ST	2R3
GRIFFIN ENTERPRISES INC	8705	PROFESSIONAL PL	2R3
GRIFFIN ENTERPRISE INC	8709	PROFESSIONAL PL #B	2R4
CHARLES R WOODS BUILDER	8617	QUARRY RD	2R3
PEDIATRIC PRACTICE	8600	ROLLING RD	2R3
MANASSAS FOOT CLINIC	8704	ROLLING RD	2R3
MANASSAS ASPHALT INC	8510	SIGNAL HILL RD	2R3
ALL SAINTS CATHOLIC CHURCH	9300	STONEWALL RD	2R3
ALL SAINTS CATHOLIC CH	9300	STONEWALL RD	2R3
CARE PERFECTIONS HEALTH SRVS	8705	STONEWALL RD #102	2R3
PR WM PEDIATRIC CARE INC	8701	STONEWALL RD #1-A	2R4
SANTA CRUZ MEDICAL CLINIC	8703	STONEWALL RD #2-B	2R3
GLUCK MD PC, GABRIEL	8702	SUDLEY RD	2R4
WRIGHT REALTY INC	9009	SUDLEY RD	2R3
TANG'S ALTERATIONS	9036	SUDLEY RD	2R3
JECOR LLC	9548	SURVEYOR CT	2R4
GIL-MONTERO MD, GUILLERMO	9580	SURVEYOR CT	2R4
IRWIN, GILBERT R	9590	SURVEYOR CT	2R4
SURVEYOR COURT L C	9625	SURVEYOR CT	2R4
GEORGETOWN SO COMMUNITY COUN	9444	TANEY RD	2R3
SEA DRAGON AQUATIC CENTER	9446	TANEY RD	2R4
NATIVITY ORTHODOX CHURCH	8911	WEEMS RD	2R3
AF & WB ENT. LLC	9325	WELLINGTON RD	2R3
GRACE UNITED METHODIST CHURCH	9750	WELLINGTON RD	2R4
KANG, HAE SOOK	9768	ZIMBRO AVE	2R4

Appendix D – Service Users Audit

An audit of the services provided to the proposed Downtown Commercial Collection Area identified twenty two discrepancies relating to services provided. Further action is required to establish the reason for the discrepancy and appropriate solution.

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
9000	Center Street	1	1	27.88	Belly Dance	
9001	Center Street	1	1	27.88	Law Office	
9002	Center Street	1	1	27.88	Pvt. Home	
9004	Center Street	1	1	26.59	Pvt. Home	
9006	Center Street	1	1	26.59	Pvt. Home	
9007	Center Street	1	1	27.88	MIFCO	
9008	Center Street	1	0	0	New Church Planned	
9010	Center Street	1	1	26.59	Pvt. Home	
9012	Center Street	1	1	27.88	Hair Creations	
9013	Center Street	1	1	27.88	Irish Dance	
9014	Center Street	1	1	26.59	Apt.	Apartment charged as single family – action required
9015	Center Street	1	0	0	Turners Communications	Does not pay service fee- action required
9016	Center Street	1	0	0	VACANT	
	9016 Center St # 1	1	0	0	VACANT	
9017	Center Street	1	1	27.88	Blueprint Hair Salon	
9019	Center Street	0	0	0	VACANT	
9021	Center Street	1	1	27.88	Botanica	

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
9029	Center Street	2	1	27.88	Freshly Sites	
9031	Center Street				Apts over business	
	9031 Center Street # 1	1	1	26.59		Apartment charged as single family – action required
	9031 Center Street # 2	1	1	27.88		
	9031 Center Street # 3	1	1	26.59		Apartment charged as single family – action required
9033	Center Street	2	1	0	Apts over business	Does not pay service fee- action required
9070	Center Street	1	0	0	Old Town Man Cave	Does not pay service fee- action required
9078	Center Street	1	0	0	Scatter Seeds	Dumpster Service Paid directly to Patriot
9080	Center Street	wtr/swr only			Apts over business	Dumpster Service Paid directly to Patriot
9082	Center Street	1	0	0	Creative Brush	Dumpster Service Paid directly to Patriot
9084/9086	Center Street	1	0	0	The Things I Love	Dumpster Service Paid directly to Patriot
9100	Center Street	1	0	0	Opera Alley	Dumpster Service Paid directly to Patriot
9103	Center Street	1	1	27.88	Jaz Cutz Barber	
9104	Center Street	1	1	27.88	Apt	
9105	Center Street	1	1	27.88	Love Charley	
9107	Center Street				Apts over Love Charley	
	9107 Center St # 2A	1	1	26.59		Apartment charged as single family – action required
	9107 Center St # 2B	1	1	27.88		
	9107 Center St # 3A	1	1	27.88		
	9107 Center St # 3B	1	1	27.88		
9108	Center Street	1	1	27.88	Carmello's	Dumpster Service Paid directly to Patriot
9109	Center Street	1	1	27.88	Shining Sol Candle Company	Signed Up 11/2016
	9109 Center St # 2C	1	1	27.88	Apts over business	

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
9110	Center Street	1	0	0	Monza	Additional Service paid directly to American Disposal for 6 days
9111	Center Street	1	1	27.88	Apts over hair salon	
	9111 Center St # 2	1	1	27.88		
	9111 Center St # 3	1	1	27.88		
	9111 Center St # 4	1	1	27.88		
9112	Center Street	vacant			VACANT	
9113	Center Street	1	0	0	Curves Hair Salon	
9114	Center Street	1	1	27.88	Zandra's	Pays for dumpster directly to American Disposal
9115	Center Street	1	1	27.88	Barber Shop	
9116	Center Street	1	1	27.88	Professional Building	Four businesses in building – paying rate for one
9117	Center Street	2	0	0	Ameriprise	Does not pay service fee- action required
9120	Center Street				Apts over Manassas Clay	
	9120 Center St # 201	1	1	27.88		
	9120 Center St # 202	1	1	26.59		Apartment charged as single family – action required
	9120 Center St # 203	1	1	26.59		Apartment charged as single family – action required
9121	Center Street	0	0	0	Apt over business	Does not pay service fee – action required
9122	Center Street	1	1	27.88	Manassas Clay	
9123	Center Street	1	1	27.88	Marketplace	
9124	Center Street	0	0	0	Yoga Studio	Does not pay service fee – action required
9125	Center Street	1	1	27.88	VACANT	
9126	Center Street	1	1	27.88	VACANT	
9127	Center Street				Apts	
	9127 Center St # 2	1	1	27.88		

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
	9127 Center St # 4	1	1	27.88		
9129	Center Street	3	2	55.76	Prospero's Books	Also pays for apartments above
9209	Center Street	1	0	0	Club Hope	Signed up 09/2016
9211	Center Street	1	0	0	Richard Sappington	Under Construction Signed up 07/2016
9212	Center Street	1	1	27.88	Katarina's	Additional Service paid directly to American Disposal for 6 days
9214	Center Street	3	0	0	Offices	Office Building next to Katarina's – facing Church Street – pays directly to Waste Management for dumpster service
	9214 Center St 2nd Floor	1	0	0	Offices	
	9214 Center St 3rd Floor	1	0	0	Offices	
9215	Center Street	1	1	27.88	Novant Thrift	Dumpster Service Paid directly to ESI
9216	Center Street	1	1	27.88	Crossroads Realty	
9219/9217	Center Street	1	1	27.88	Remax Realty	9219/9217 is now one building
9411	West Street	2	5	139.4	Daffan Properties	Includes: CJ Finz, Foster's Grill, Imagine Graphics, plus two businesses above restaurants. Additional Service paid directly to American Disposal for 6 days
9402	Battle Street	1	1	27.88	Faust Law	
9403	Battle Street	1	1	26.59	Pvt Home	
9404	Battle Street	1	1	27.88	Ratcliffe Insurance	
9405	Battle Street				Monza	Dumpster Service Paid directly to Patriot
	9405 Battle St # 201	0	0	0	Apts over restaurant VACANT	
	9405 Battle St # 202	1	1	26.59		Apartment charged as single family – action required
	9405 Battle St # 203	0	0	0	VACANT	
	9405 Battle St # 204	1	1	26.59		Apartment charged as single family – action required
	9405 Battle St # 205	1	1	26.59		Apartment charged as single family – action required

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
	9405 Battle St # 206	0	0	0	VACANT	
9406	Battle Street	1	1	27.88	Bad Wolf Public House	Signed up 11/2016
	9406 Battle St # A	0	0	0	Apts over restaurant VACANT	
	9406 Battle St # B	0	0	0	VACANT	
9408	Battle Street	1	1	27.88	Coin Shop	
9410	Battle Street				Apts over restaurant	Billed for water and sewer only – residents pay for trash service
	9410 Battle St # 101	1	1	26.59		Apartment charged as single family – action required
	9410 Battle St # 102	0	0	0	Jarrod Nichalos Nall	Residential signed up 06/2016
	9410 Battle St # 104	1	1	26.59		Apartment charged as single family-action required
9411	Battle Street	1	1	27.88	Amy's Bridal	
	9411 Battle St # B	1	1	27.88	Apt over store	
9413	Battle Street	1	1	27.88	Totally Vintage	
9414	Battle Street	1	0	0	VACANT	
9416	Battle Street				Apts over restaurant	
	9416 Battle St # 201	1	1	27.88		
	9416 Battle St # 202	1	1	27.88		
	9416 Battle St # 203	1	1	27.88		
	9416 Battle St # 301	1	1	27.88		
	9416 Battle St # 302	1	1	27.88		
	9416 Battle St # 303	1	1	27.88		
9420	Battle Street	1	1	27.88	The Bone	
9426	Battle Street				Apts over Restaurant	

Number	Address	# Accts at address	# Accts paying trash	Total amount paid pcm	Business Name	Notes
	9426 Battle St # 201	1	1	\$27.88		
	9426 Battle St # 202	1	0	0		
	9426 Battle St # 203	1	0	0		
	9426 Battle St # 204	1	1	\$27.88		
9428	Battle Street	3	1	\$27.88	Mariachis Tequileria Restaurant	Third account is water/sewer only
9350	Main Street	1	1	\$27.88	Bull Run Unitarian	Pays one rate for two properties
9404	Main Street	0	0	0	Ground Central Coffee	Pays rent and utilities to Church
9405	Main Street	0	0	0	VACANT	City Tavern - moved
9366	Main Street	1	1	\$27.88	Longevity Wellness Spa	
9410	Main Street	1	1	\$27.88	GMB LLC	Singed up 02/2016
9412	Main Street	1	0	0	Mackey's	Dumpster Service Paid directly to ESI
9407	Main Street	0	0	0	Art Beat/Ashby Jewelers	Does not pay service fee – action required
	9407 Main St # 101	1	0	0	APT	Does not pay service fee – action required
	9407 Main St # 102	1	0	0	APT	Does not pay service fee – action required
9411	Main Street	1	1	\$27.88	Loveless Porter	
9413	Main Street	1	0	0	Philadelphia Tavern	Dumpster Service Paid directly to American Disposal
9415	Main Street	0	0	0	VACANT	Electric is serviced by 9417
9417	Main Street	1	0	0	Social Butterfly	

Appendix E – 2015 Survey Results

City of Manassas Business Recycling Survey 2015

RESULTS

The City of Manassas is considering making changes to the way commercial trash and recycling is collected in Historic Downtown Manassas. The refuse and recycling contract is up for renewal and your ideas and suggestions will help us to improve the services that we currently provide to your business.

By taking the time to complete this simple survey, you can help us develop new approaches to making your refuse and recycling collection easier and keep the streets of Historic Downtown Manassas clean and attractive to your customers.

Tell us about your business

1. What type of business do you operate?

- a) Retail **(3)**
- b) Food Service **(7)**
- c) Manufacturing/Warehouse **(0)**
- d) Professional Service **(0)**
- e) Hospitality **(1)**
- f) Medical **(0)**
- g) Multifamily Complex/Apartments **(3)**
- h) Other **(4)**

- HVAC
- Real estate
- Art studio/gallery
- Business office

Tell us about your trash collection

2. Is your trash and recycling currently collected by the City of Manassas?

- a) Yes **(7)**
- b) No **(7)**
- c) A combination of private and City collection services (Please tell us which hauler provides your additional private services?)

- American **(3)**
- Potomac
- Enviro-solutions

3. The City currently collects trash on Tuesdays and Fridays. What type of collection schedule would best suit your business?

- a) Once Weekly (3)
- b) Twice Weekly (4)
- c) Three times Weekly (3)
- d) Four Times Weekly (3)
- e) More (Please specify) (1)

- Monday, Tuesday, Wednesday, Friday
- Monday, Wednesday, Friday

4. How many trash and recycling containers does your business currently use?

- a) ___ Trash (4 avg)
- b) ___ Recycling (2 avg)
- c) We use a dumpster (3)

Tell us about your recycling collection?

5. Does your business currently recycle?

- a) Always (7)
- b) Occasionally (2)
- c) No (please skip to question 7) (5)

6. If your business currently recycles, please tell us what you recycle:

- a) Cardboard (9)
- b) Mixed Paper (6)
- c) Plastic (7)
- d) Aluminum/Tin (7)
- e) Organics (2)
- f) Other (Please specify) (5)

- Glass (2)
- Copper, Steel, Metal
- Freon
- Compost

7. If your business does not recycle, why not?

- a) Unsure of what can be recycled **(1)**
- b) Inconvenient **(2)**
- c) Too labor intensive for my business **(2)**
- g) Other (please specify) **(1)**

- **No recycling containers at our location. Been told by landlord we can't use recycling.**

8. What do you recycle most?

(Please rate from 1-6; 1 being the most)

- a) Cardboard **(6)**
- b) Paper **(3)**
- c) Plastic2
- d) Aluminum/Tin **(2)**
- e) Organics
- h) Other **(1)**

9. What percentage of the entire waste generated by your business could be recycled?

- a) 0-20% **(4)**
- b) 21-40% **(3)**
- c) 41-60% **(3)**
- d) 61-80% **(3)**
- e) 81-100% **(1)**

The City is currently investigating ways to introduce a competitive rate for commercial collection that would reduce the number of refuse trucks going through Historic Downtown and increase the number of collections per week to make trash service more cost effective and efficient.

A commercial rate for City trash and recycling collection is being considered to accommodate the needs of small and medium sized businesses. The cost of your refuse and recycling collection may be offset by reducing the trash container size or collection frequency. That would mean that a new commercial rate would be determined by your business needs.

10. Based on the information provided, would you agree to the introduction of a commercial rate for refuse and recycling collection in Historic Downtown?

a) Yes **(9)**

b) No (Please explain) **(4)**

- **Need collective dumpsters for restaurants.**
- **We recycle everything we can and do our own composting in our organic garden. We have a two bedroom B&B and do not generate much trash. So, I am leery of another cost increase on our small business.**
- **The current rate is fair. Retail does not create a lot of refuse. Much of recycle can be taken to City dumpsters.**
- **Collection service is paid by landlord**
- **Would only support it if it decreases costs. A business should be able to opt out of service if they wish.**

Please list any additional comments that would help develop a more efficient Refuse and Recycling program for businesses in Historic Downtown.

- **Currently pay \$239 for 4 collections per week – the bid would have to be lower for us to change.**
- **Would need to be in line with what we pay.**
- **I believe trash is a major issue in town, a commercial rate is needed to provide a better service.**
- **In winter, collection could be once a week from Jan – Feb.**

Thank you for your time and consideration in completing this survey!
For more information on refuse and recycling in the City of Manassas, please visit our website: www.manassascity.org/trash or call the Trashline on 703-257-8252.



City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
9027 Center Street
Manassas, VA 20110

Meeting Date:	September 28, 2017
Time Estimate:	15 Minutes
Agenda Title:	Consideration of a resolution authorizing a closed session on subjects in accordance with the amended Freedom of Information Act and certification after the closed session has occurred.
Recommendation:	For Discussion Only
Motion:	See Attached
Date Last Considered by City Council:	N/A
Summary and/or Comments:	Consideration of a resolution authorizing a closed meeting on subjects in accordance with the amended Freedom of Information Act. Sec. 2.2-3711 A (5) concerning a prospective business or industry or the expansion of an existing business or industry, since no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the City.
Board – Committee – or Commission Reviewed:	N/A
Fiscal Impact:	N/A
Staff Contact:	Patrick J. Small, Economic Development Director psmall@manassasva.gov (703) 257-8881

MOTION FOR CONVENING CLOSED MEETING

(requires recorded roll call vote)

I move that the Land Use Committee of the City Council convene in closed session concerning a prospective business or businesses since no previous announcement has been made of the business' interest in locating or expanding in the City as permitted by Virginia Code 2.2-3711 Paragraph A (5) for which the Virginia Freedom of Information Act permits discussion in closed session.

Roll Call	
Chairperson Lovejoy	
Councilmember Bass	
Councilmember Wolfe	
Vice Mayor Aveni (alternate)	

CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC SESSION

(requires recorded roll call vote)

I move that the Land Use Committee of the City Council certify that, in the closed session just concluded, nothing was discussed except the matter (1) specifically identified in the motion to convene in closed session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information act cited in the motion.

Roll Call	
Chairperson Lovejoy	
Councilmember Bass	
Councilmember Wolfe	
Vice Mayor Aveni (alternate)	

Applicable Economic Development Sections for Closed Session

Virginia Code § 2.2-3711 Paragraph A.:

- ☐ 3. Discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, since discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City;
 - ☐ 5. Discussion concerning a prospective business or industry or the expansion of an existing business or industry, since no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the City;
 - ☐ 6. The investing of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected.
 - ☐ 7. [part 1] Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, since such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body;
 - ☐ 7. [part 2] consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel.
 - ☐ 13. Discussion of strategy with respect to the negotiation of a siting agreement or to consider the terms, conditions, and provisions of a siting agreement, it being the finding of the City Council that an open meeting would have an adverse effect upon the negotiating position of the City or the establishment of the terms, conditions and provisions of the siting agreement, or both.
-



City of Manassas
Manassas City Council
Economic/Community Development & Land Use Committee
9027 Center Street
Manassas, VA 20110

Meeting Date:	September 28, 2017
Time Estimate:	5 Minutes
Agenda Title:	Land Use Committee Updates
Recommendation:	Information Only
Motion:	N/A
Date Last Considered by City Council:	N/A
Summary and/or Comments:	<p>Please see the attached reports:</p> <ol style="list-style-type: none">1) The ongoing status report of Land Use Committee projects, inquiries, and other items.2) The land use development application cases that have been submitted and are in the process of review.3) The Property Code Enforcement Quarterly report for April 1, 2017 through June 30, 2017 and the annual report for FY17.
Board – Committee – or Commission Reviewed:	N/A
Fiscal Impact:	N/A
Staff Contact:	Elizabeth S. Via-Gossman, Community Development Director evia-gossman@manassasva.gov (703) 257-8224

City Council Land Use Committee (LUC) – Project Status FY18**September 28, 2017**

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Issue/Project/ Priority	Date Initiated/ Key Dates	Date Due to City Council	Staff Assigned	Description	Status
HIGH PRIORITY					
Community Conversations	July 1, 2017	10/11/17 Update 11/20/17 Report	All	Small group focus groups and pop-up market stalls to gather public input for comprehensive and strategic planning purposes.	In Progress.
Public Safety Facility Space Needs Update	July 1, 2016 (FY16)	TBD	Via-Gossman	Space Needs Study for future PSF on Grant Ave. to be updated based on set location and relocation of Fire and Rescue Admin.	Community meeting held June 27, 2017; Structure evaluation of existing Rescue Bldg. in progress; Existing bldg. demolition planned for Fall 2017
Grant Avenue Streetscape	July 1, 2016 (FY16)	June 30, 2017	Arcieri, Delhomme	Concept design for road diet and enhanced landscaping on Grant Avenue from Lee to Wellington	Traffic Impact Analysis completed; consultant preparing design options for November 2017 community meeting
Library/Museum Concept Plan	July 1, 2016 (Budget)	December 2016	Via-Gossman	High level space needs study, site lay out and cost estimates	Final Draft provided to City Council January 2017; community meeting held July 25, 2017

City Council Land Use Committee (LUC) – Project Status FY18

September 28, 2017

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Issue/Project/ Priority	Date Initiated/ Key Dates	Date Due	Staff Assigned	Description	Status
MEDIUM PRIORITY					
Downtown South Housing Study	July 1, 2015	June 2018	Davis, Via- Gossman	Housing Study of the neighborhoods located south of Prince William Street along Grant, Wellington and Fairview to identify neighborhoods and tools for conservation, rehabilitation, and redevelopment.	Secured grant in FY17 from VA. Dept. of Housing & Community Development; Consultant selected and data collection, field survey, and stakeholder interviews underway.
Issue/Project/ Priority	Date Initiated/ Key Dates	Date Due	Staff Assigned	Description	Status
LOW PRIORITY					

City Council Land Use Committee (LUC) – Project Status FY18**September 28, 2017**

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Issue/Project/ Priority	Date Initiated/ Key Dates	Date Due	Staff Assigned	Description	Status
LOW PRIORITY					
Stonewall Park Master Plan	July 1, 2016 (FY 17)	June 2017	Davis, Zenich	A new park master plan	Community meeting April 28, 2017; online survey of design options complete; draft report master plan anticipated September 2017.

COMPLETED FY17		
Issue/ Project/ Priority	Staff Assigned	Description/Disposition
Spot Blight Abatement Pilot Project	Via	Pilot the use of the City's condemnation powers to abate spot blight.
Gateway Development Agreement and Rezoning	Small, Via	New development agreement with Buchanan Partners
Parks, Recreation and Cultural Needs Assessment	Via, Wilson- Sogunro, Davis	Comprehensive needs assessment and level of service study. Comprehensive Plan amendment adopted May 2017.
Final Z.O. Technical and Admin. Updates (Phase 3)	Arcieri	Remaining zoning ordinance update. New ordinance effective August 22, 2016
Sign Ordinance Update	Arcieri	Based on 2015 Supreme Court decision. New ordinance effective August 22, 2016

City Council Land Use Committee (LUC) – Project Status FY18

September 28, 2017

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COMPLETED FY17		
Issue/ Project/ Priority	Staff Assigned	Description/Disposition
Food Trucks Ordinance	Arcieri	Requested by M. Hoover (The Bone) to allow food trucks in the City to park for not more than 4 hours instead of continuously moving. New ordinance effective August 22, 2016
Dean Park Master Plan	Davis, Zenich	Update master plan for Dean Park and analysis of E.G. Smith relocation
Tax Abatement for Rehabilitated Residential Properties	Via	Amend current program to make more attractive and increase marketing; new ordinance adopted May 22 nd and new marketing materials available on City website.
Mathis Avenue Streetscape Standards	Smith, Arcieri, Davis	Development of streetscape standards for Mathis Ave and Rt. 28. Streetscape standards completed and endorsed by City Council on July 24, 2017

City Council Land Use Committee (LUC) – Pending Land Use Cases
September 28, 2017

Planning Commission:

Case Name	Date Submitted	Staff Assigned	Address/ Description	Status
REZ #16-04; Tillett Square	6/20/16	Davis	9522 Fairview Ave. and 8812 Wesley Ave.; Rezone ±5.8 acres from R-1 and R-5, with proffers and HOD to B-3.5, with proffers and HOD. The project would allow 70 townhouses and six single-family detached homes, including the adaptive reuse of two historic buildings as single-family detached homes.	Application accepted: 6/24/16 ARB Worksession: 12/13/16 PC hearing: TBD
CPA #18-01; Fire & Rescue Station #21 Consistency Review	7/24/17	Arcieri	10224, 10228, 10306, 10312 & 10316 Dumfries Road; Planning Commission review of the proposed site for consistency with the Comprehensive Plan.	PC approved: 9/6/17
SUP #16-05; Mathis Trucks Unlimited	3/2/16	Davis	9107 Mathis Avenue; SUP to allow motor vehicle repair. The repair use will be limited to the installation of motor vehicle parts sold at the “Trucks Unlimited” retail store located onsite.	Application accepted: 3/2/16 PC recommended denial: 7/6/16 CC approved: 7/24/17
SUP #17-02; Metz Middle School Telecomm. Tower	1/13/17	Davis	9950 Wellington Road: SUP for placement of a 106-ft tall wireless communication tower collocated on replacement athletic field light.	Application accepted: 1/18/17 PC recommended approval: 5/3/17 CC approved: 6/26/17
SUP #17-04 & REZ #17-02; Pierce Funeral Home	3/6/17	Davis	9609 Center Street & 9406 Stonewall Road; SUP amendment and concurrent rezoning from R-5 to I-1 to permit a columbarium in conjunction with the existing funeral home.	Application accepted: 3/10/17 PC hearing: TDB

City Council Land Use Committee (LUC) – Pending Land Use Cases**September 28, 2017**

Case Name	Date Submitted	Staff Assigned	Address/ Description	Status
SUP #17-05 & SUP #17-06; Weems School & Haydon School	3/30/17	Davis	SUP to extend the use of modular classrooms at Weems and Haydon Elementary Schools to coincide with the completion of the Dean Elementary School replacement facility.	Application accepted: 3/30/17 PC recommended approval: 5/3/17 CC approved: 6/26/17
SUP #17-07; American Disposal Services	5/17/17	Davis	10360-10370 Central Park Drive; SUP amendment to expand compressed natural gas truck fueling operations from 30 to 114 bays.	Application accepted: 5/19/17 PC recommended approval: 9/6/17 CC hearing: 9/11/17 CC action: 9/25/17
SUP #17-08; Wireless Telecommunication Tower	5/18/17	Davis	9640 Liberia Avenue; SUP to replace an existing light pole with a 30-ft replacement pole with 1 Verizon Wireless small cell antenna.	Application accepted: 5/19/17 PC recommended approval: 8/2/17 CC hearing: 9/11/17 CC action: 9/25/17
SUP #18-01; Kena Holding Corporation	9/8/17	Davis	9500 Technology Drive; SUP to allow a gathering place for the Shriners, a fraternal organization.	Application accepted: 9/12/17 PC hearing: TBD
SUP #18-02; Wonder Kids	9/15/17	Davis	9104 Mathis Avenue, Unit 14; SUP for an indoor play gym.	Application accepted: 9/15/17 PC hearing: 10/4/17

PROPERTY CODE ENFORCEMENT: QUARTERLY REPORT

APRIL 1, 2017 THROUGH JUNE 30, 2017

CASE TOTALS

TYPE	TOTAL CASES WITH ACTION	NEW CASES	CASES CLOSED	CLOSED W/IN 45 DAYS	% CLOSED W/IN 45 DAYS	% CLOSED W/IN 45 DAYS PREVIOUS QUARTER
TALL GRASS	83	82	74	72	97%	100%
GRAFFITI	2	1	2	2	100%	100%
SNOW AND ICE	0	0	0	0	N/A	100%
WORK W/O PERMITS	18	12	15	13	87%	85%
SOLID WASTE CODE	17	17	17	17	100%	100%
PROPERTY MAINT. CODE	59	38	36	27	75%	90%
ZONING	126	98	104	95	91%	95%
TOTALS:	305	248	248	226	91%	94%

INSPECTION TOTALS

INSPECTOR	TOTAL INSPECTIONS
C. Perez, Supervisor	80
M. Flores	218
P. Castellano	134
T. Braddock	100
TOTAL:	532

RESIDENTIAL OVERCROWDING (ERC)

CASES	
Total New Cases Processed	1
Total Cases Active	3
Total Cases Closed	1

RENTAL INSPECTION PROGRAM

DISTRICTS	TOTAL UNITS (OWNER OCCUPIED & RENTAL)	TOTAL UNITS ACTIVE	PERCENT UNITS ACTIVE	RENTAL CERTIFICATES ISSUED
Georgetown South	860	154	18%	1
Holmes Heights	37	5	14%	1
Manassas Gardens	34	21	62%	1
TOTAL	931	180	19%	3

RIGHT OF WAY SIGN REMOVAL

TOTAL SIGNS REMOVED
278

ELEVATOR INSPECTION PROGRAM

TOTAL ELEVATORS	CERTIFICATES ISSUED
112	15

FY2017: CIVIL CASES

CASE NO.	ADDRESS	INSPECTOR	CASE TYPE	TO CITY ATTORNEY	COURT DATE	FINAL ACTION/ NOTES
16-10000147	9612 Cloverhill Rd	C. Perez	Inop. Vehicle	5/12/16	7/19/16	Abated
16-10000225	8804 Tudor Ln	P. Castellano	Inop. Vehicle	3/8/16	5/17/16	Abated
16-10000272	8999 Meadowview Dr	P. Castellano	Inop. Vehicle	6/27/16	8/16/16 10/27/16 3/6/17	Abated
16-10000338	9621 Cloverhill Rd	C. Perez	Inop. Vehicle	7/19/16	10/18/16	Abated
17-10000037	8975 Meadowview Dr	P. Castellano	Junkyard	11/8/16	12/20/16	Abated
17-10000082	8445 Kirby St	M. Flores	Vehicle on Grass	11/9/16	12/20/16 3/20/17 (RTSC) 5/8/17 6/5/17	Abated
17-10000084	9025 Centreville Rd	M. Flores	Inop. Vehicles	11/28/16	3/14/17 4/11/17 5/17/17	Abated
17-10000089	8445 Kirby St	M. Flores	Inop. Vehicle	11/9/16	12/20/16 3/20/17 (RTSC) 5/8/17 6/5/17	Abated
17-10000102	10106 South Grant Ave	P. Castellano	Inop. Vehicle	11/8/16	12/20/16 5/11/17 (RTSC) 6/7/17	Abated
17-10000115	9012 Merrimack Dr	C. Perez	Inop. Vehicle	12/8/16	3/21/17	Abated
17-10000147	8471 Quarry Rd	P. Castellano	Vehicle on Grass	1/11/17	2/21/17 5/1/17 (RTSC)	Abated
17-10000153	8524 Kirby St	M. Flores	Junkyard	2/1/17	3/21/17 5/25/17	\$200 Civil penalty issued. Abatement plan to comply by 7/14/17
17-10000221	10121 Trinity Ln	C. Perez	Inop. Vehicle	1/13/17	3/21/17	Abated
17-10000229	9515 Liberty St/owner	C. Perez	Inop. Veh + Junkyard	1/11/17	3/21/17	Abated
17-10000229	9515 Liberty St/tenant	C. Perez	Inop. Veh + Junkyard	1/11/17	3/21/17	Abated
17-10000251	10144 Springhouse Ct	P. Castellano	Inop. Vehicle	4/3/17	6/20/17	\$200 Civil penalty issued. Court entered judgment and abatement within 30 days.
17-10000260	9500 Liberty St	T. Braddock	Inop. Veh + Veh. on grass	3/27/17	5/16/17	Abated

Green: Abated

RTSC: Rule to Show Cause Hearing

FY2017: CRIMINAL CASES

CASE NO.	ADDRESS	INSPECTOR	CASE TYPE	TO CITY ATTORNEY	COURT DATE	FINAL ACTION/ NOTES
15-20000426	9236 Byrd Dr	C. Perez	Rental		9/1/16	Rental inspection certificate issued 11/29/16
15-20000470	9229 Byrd Dr	C. Perez	Rental		9/1/16	Rental Inspection certificate issued 11/29/16
16-12300006	9426 Tea Berry Ct	P. Castellano	Over occupancy	5/4/17	7/6/17	Demand letter mailed out 5/10/17. Owner requested extension to the end of June.
16-20000150	8588 Liberia Ave	M. Flores	Work Without Permits	6/2/16		Permit issued
16-20000186	9177 Firethorn Ct	M. Flores	Work Without Permits	10/11/16	2/2/17 5/4/17 6/8/17	Abated
16-20000189	8445 Kirby St	P. Castellano	Work Without Permits	6/27/16		Permit issued
16-20000273	9282 Bayberry Ave	M. Flores	Work Without Permits	6/28/16	1/5/17	Permit issued
16-20000330	8911 Virginia Ave	C. Perez	Work Without Permits	9/16/16		Permit issued
16-45000015	9029 Merrimack Dr	C. Perez	Property Maintenance	11/9/16		Abated
16-45000045	9625 Branchview Ct	C. Perez	Property Maintenance	11/9/16		Abated
16-45002173	8951 Cannon Ridge Dr	M. Flores	Property Maintenance	3/17/16	7/7/16	Abated
16-45002192	9516 Main St	T. Braddock	Property Maintenance	6/27/16	1/5/17	Permit issued
16-45002200	9515 Liberty St	C. Perez	Property Maintenance	8/2/16	1/5/17 2/7/17	Abated
16-45002204	10116 South Grant Ave	P. Castellano	Property Maintenance	7/15/16	11/4/16	Abated
16-45002209	9511 Liberty St	T. Braddock	Property Maintenance	8/12/16	12/1/16 2/7/17 3/6/17 5/10/17	Court granted extension to comply; ARB approved repairs 3/14/17; Court ordered 30 day abatement and \$15,000 fine.
16-45002212	9036 Sudley Rd	C. Perez	Property Maintenance	8/2/16		Transferred to Public Works
17-10000163	9735 Dean Dr	C. Perez	No Site Plan Approval	1/26/17		Abated
17-10000295	10046 Foster Dr	C. Perez	Zoning	6/13/17		Demand letter requested
17-20000066	10214 Waterford Dr	C. Perez	Work Without Permits	10/10/16		Permit issued
17-20000108	9421 Corey Dr	C. Perez	Work Without Permits	10/26/16		Permit issued
17-20000114	9715 Brent St	C. Perez	Work Without Permits	11/30/16 7/6/17 8/8/17		Demo permit issued; owner has until 8/8/17 to remove unpermitted structure.
17-20000368	8775 Deblanc Pl	P. Castellano	Work Without Permits	6/28/17		Demand letter requested
17-45000008	9321 Main St	T. Braddock	Property Maintenance	11/2/16	12/5/16	Abated
17-45000010	9032 Sudley Rd	T. Braddock	Property Maintenance	11/2/16		Abated
17-45000014	9866 Buckner Rd	C. Perez	Property Maintenance	9/16/16		Abated

Green: Abated

FY2017: CRIMINAL CASES

CASE NO.	ADDRESS	INSPECTOR	CASE TYPE	TO CITY ATTORNEY	COURT DATE	FINAL ACTION/ NOTES
17-45000017	9605 Mercedes Dr	P. Castellano	Property Maintenance	11/8/16	7/6/17	
17-45000021	8809 Quarry Rd	T. Braddock	Property Maintenance	8/4/16		Abated
17-45000024	8445 Willow Glen Ct	M. Flores	Property Maintenance	2/9/17	6/1/17	
17-45000039	9311 Hood Rd	C. Perez	Property Maintenance	10/26/16	2/21/17	Abated
17-45000041	9139 Grant Ave	T. Braddock	Property Maintenance	6/27/17		Demand letter requested
17-45000050	9401 Wall St	T. Braddock	Property Maintenance	6/27/17		Demand letter requested
17-45000051	9305 Grant Ave	T. Braddock	Property Maintenance	5/18/17		Demand letter 6/1/17; extension for abatement granted by CA through 9/8/17.
17-45000053	9519 Lincoln Ave	T. Braddock	Property Maintenance	1/4/17	5/3/17 6/1/17	Demolition permit issued
17-45000082	9274 Byrd Dr	C. Perez	Property Maintenance	6/13/17		Demand letter requested
17-45000109	9500 Richmond Ave	P. Castellano	Property Maintenance	6/28/17		Demand letter requested
17-45000114 17-10000325	9512 Liberty St	C. Perez / M. Arcieri	Property Maintenance/HOD	1/30/17		NOVs reissued; both violations were upheld on appeal; 30-day appeal period to Circuit Court ends 7/14/17.
17-45000115 17-10000326	9514 Liberty St	C. Perez / M. Arcieri	Property Maintenance/HOD	1/30/17		NOVs reissued; both violations were upheld on appeal; 30-day appeal period to Circuit Court ends 7/14/17.
17-45000124	9608 Fairview Ave	P. Castellano	Property Maintenance	6/28/17		Demand letter requested

Green: Abated

Section 70-93 Dangerous Structures, Derelict Buildings, and Spot Blight Abatement Watch List
As of: 7/1/2017

Street	No.	Owner	70-93 Code (A, B or C)	Vacant	Boarded Up	Taxes Current	Utilities	NOV Issued	Referred to City Attorney	Comments	Date Updated
Aspen Place	9615	King	C							O-2011-07; Abated August 2016	CLOSED
Beech Place	9714	Collins		Yes	No	Yes	No ('07)	No	No	No violations; monitoring	6/30/2017
Bragg Lane	9774	Thomason		Yes	No	Yes	No ('15)	Yes	No	Exterior repairs completed June 2016; monitoring	6/30/2017
Bragg Lane	9787	Wade	C	Yes	Yes	No	No	No	No	O-2017-11; abatement plan approved by City Council	6/26/2017
Byrd Drive	9274	Wilson		Yes	No	Yes	Yes	Yes	No	NOV issued exterior property maintenance, trash, and grass; repairs to be completed in July	6/30/2017
Cannon Ridge Drive	8951	Taylor		Yes	No	Yes	No	No	No	No violations; monitoring	6/30/2017
Centreville Road	9023	Ghias	B							R-2012-76; Demolished 2012	CLOSED
Cockrell Road	9828	Jehovah W								Demolished June 2016	CLOSED
Dean Drive	10060	Crigger/Cowne								Demolished May 2017	CLOSED
Douglas Street	9217	Ngo								Abated 2011	CLOSED
Easton Court	9221	Ward								Abated May 2016	CLOSED
Grant Avenue	9309	Compton	B							Demolished 2011	CLOSED
Grant Avenue	9504	Corridy								Demolished	CLOSED
Liberty Street	9514	Maloy/ Fox Trustees		Yes	Yes	Yes	No	Yes	Yes	ARB denied demo 12/13/16; owner intends to list for sale; NOVs issued 4/3/2017; transfer to City Attorney 7/14/17	6/14/2017
Liberty Street	9512	Maloy/ Fox Trustees		Yes	Yes	Yes	No	Yes	Yes	ARB denied demo 12/13/16; owner intends to list for sale; NOVs issued 4/3/2017; transfer to City Attorney 7/14/17	6/14/2017
Main Street	9516	Bui & That								Abated February 2017	CLOSED
Merrimack Drive	9003	Dean								Abated December 2016	CLOSED
Pickett Lane	9710	King	C							O-2011-07; Abated August 2016	CLOSED
Portner Avenue	8931	Keefe								Abated 2015	CLOSED
Prescott Avenue	9300	Feaganes	A							R-2011-73; Abated 2011	CLOSED
Prince William Street	9519	Stewart	C							Demolished April 2017	CLOSED
Prince William Street	9530	Hess	B							R-2011-60; Demolished 2011	CLOSED
Sudley Road	9008	Sutphin								Abated 2011	CLOSED
Wellington Road	9460	Alexander	B							R-2011-59; Demolished 2011	CLOSED

Color Code:

Actively seeking designation

Considering seeking designation

Closed either repaired or demolish



PROPERTY CODE ENFORCEMENT: FY17 SUMMARY

CASE TOTALS

TYPE	NEW CASES	CASES CLOSED	CLOSED W/IN 45 DAYS	% CLOSED W/IN 45 DAYS
TALL GRASS	167	160	157	98%
GRAFFITI	6	6	6	100%
SNOW AND ICE	11	11	11	100%
WORK W/O PERMITS	72	81	64	79%
SOLID WASTE CODE	58	57	57	100%
PROPERTY MAINT. CODE	151	137	109	80%
ZONING	423	415	383	92%
TOTALS:	888	867	787	91%

INSPECTION TOTALS

QUARTER	TOTAL INSPECTIONS
Q1	522
Q2	467
Q3	454
Q4	532
TOTALS:	1975

RESIDENTIAL OVERCROWDING (ERC)

CASES	
Total New Cases Processed	9
Total Cases Active	3
Total Cases Closed	14

RENTAL INSPECTION PROGRAM

DISTRICTS	TOTAL UNITS (OWNER OCCUPIED & RENTAL)	TOTAL UNITS ACTIVE	PERCENT UNITS ACTIVE	RENTAL CERTIFICATES ISSUED FY17
Georgetown South	860	154	18%	9
Holmes Heights	37	5	14%	3
Manassas Gardens	34	21	62%	1
TOTALS:	931	180	19%	13

RIGHT OF WAY SIGN REMOVAL

TOTAL SIGNS REMOVED
1911

ELEVATOR INSPECTION PROGRAM

TOTAL ELEVATORS	CERTIFICATES ISSUED
112	81