

**MINUTES
PLANNING COMMISSION WORK SESSION
SEPTEMBER 1, 2016, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

The Planning Commission Work Session of the Purcellville Planning Commission convened at 7:00 PM in Council Chambers:

PRESENT: Theresa Stein, Chairman
Chip Paciulli, Planning Commissioner
Tip Stinnette, Planning Commissioner
EJ Van Istendal, Planning Commissioner
David Estey, Planning Commissioner
Britt Adkins, Planning Commissioner
Kelli Grim, Planning Commissioner and Council Liaison

ABSENT: None

STAFF: Daniel Galindo, AICP, Senior Planner
Patrick Sullivan, Director of Community Development
Danny Davis, Assistant Town Manager
Diana Hays, Town Clerk

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The regular meeting of the Planning Commission was called to order by Theresa Stein, Chairman, at 7:00 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

None

PUBLIC HEARING:

None

PRESENTATIONS:

None

DISCUSSION ITEMS

None

ACTION ITEMS:

None

INFORMATION ITEMS:

a) Status of Priority Work Items

Daniel Galindo stated he had nothing to add that wasn't already included in the report.

CITIZEN COMMENTS:

None

COUNCIL REPRESENTATIVE'S REPORT:

Commissioner Grim stated Council did not meet in August.

CHAIRMAN'S COMMENTS:

None

PLANNING COMMISSIONERS COMMENTS:

Commissioner Paciulli stated he reviewed the information on stream and creek buffers and in response to the Town Attorney's concerns recommends that the word "mature" be dropped from any reference to trees and delete "as determined by the Zoning Administrator" from all locations. On accessory dwelling units, Commissioner Paciulli suggested that a hearing be held to delete accessory dwelling units because of the issues raised and because they are only permitted in certain parts of Town. Commissioner Paciulli talked about the status of downtown building heights and added he can work on wording for tree and screening regulations for review by the Tree and Beautification Committee.

Commissioner Stinnette talked about the priority list and discussing items as time permits rather than at every meeting. Commissioner Paciulli stated that there are two areas in town where the stream and creek buffer needs to be addressed soon or the stream will not be as protected.

Commissioner Grim talked about the strategic planning session addressing many of these issues. Commissioner Grim stated it would be helpful when listing rezonings and special

use permits that there is something other than a number tagging them so the public knows what the number is. Commissioner Grim asked that the Planning Commissioners forward any issues or concerns to her before the strategic planning session so they can be addressed.

Chairman Stein suggested that Commissioner Paciulli write up the resolution to what the Town Attorney's issue are on the stream and creek buffers and forward that to Daniel Galindo. He will review this when time permits then bring it forward to the Planning Commission for further action.

Commissioner Grim stated that item six, Legislative Application, was acted upon and should be deleted.

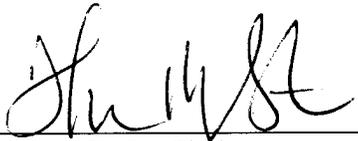
APPROVAL OF MINUTES:

- a) **August 11, 2016 Work Session**
- b) **August 18, 2016 Regular Meeting**
- c) **August 18, 2016 Work Session**

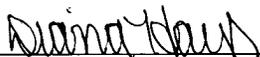
Commissioner Stinnette made a motion to approve the minutes and waive reading. The motion was seconded by Commissioner Van Istendal. Commissioner Grim stated that with the August 18th minutes, resident Patricia Kipfer's comments be included in the record and suggested that her notes submitted be shortened to remove duplication. Commissioner Stinnette made a motion to approve the minutes as amended and waive reading. The motion was seconded by Commissioner Grim and approved unanimously.

ADJOURNMENT:

With no further business, Chairman Stein made a motion to adjourn the meeting at 7:19 PM.



Theresa Stein, Chairman



Diana Hays, Town Clerk