



**Department of Community Development  
Department Update – 5/31/16**

**Zoning Activity Summary.** Current zoning and planning activity within the Department of Community Development. Table A below provides a summary of the ongoing applications. More detailed information follows the table in narrative form.

<b>Table A</b>			
<b>Current Projects</b>			
<b>Applicant/Project Name</b>	<b>Location/address</b>	<b>Review Type</b>	<b>Status</b> See Legend at end of matrix
209 J Street	209 J Street	Lot Consolidation, Plat and Deed - Residential	UR
7-Eleven, Core States Group	700 E. Main Street	Lot Consolidation	UR
7-Eleven, Core States Group	700 E. Main Street	Special Use Permit for additional of pumps & larger canopy	UR
Beckstrom Electric	Lot 1, Mayfair Industrial Park	Minor Site Plan for storage lot	UR
Catoctin Corner	Corner E Main and Route 287	Site Plan Construction Plans	UR UR
Catoctin Corner	Corner E Main and Route 287	CDA review	All building designs have been approved by the BAR. As applicant acquires proposed tenants some revisions are being proposed.
Mayfair Industrial	Richardson Lane	Site Plan	Approved. Plan Revision is currently under review.
Mayfair Residential	Purcellville Road	Zoning permits/ occupancy permits	First Townhome occupancy permit issued on 4/28/16. Occupancy/zoning permits continue to be issued.
Ms Annie's Home Child Care	130 Misty Pond Terrace	Special Exception for maximum of 12 children	UR WOA to submit additional required information
Morgan Meadows	N Hall Ave	Prel. Plat of Subdivision – 5 residential lots	UR
McDonalds Corp	N Maple Avenue	CDA	Approved
McDonalds Corp.	N Maple Avenue	Site Plan	UR
McDonalds Corp.	N Maple Avenue	Lot Consolidation	UR
Mini Warehouse	Lot 6F - 37231 Richardson Ln	Site Plan	Submitted incomplete plans. Sent back to applicant. WOA
O'Toole	37935 Colonial Hwy	Rezoning Comp Plan Amend	UR WOA
Purcellville Crossroads	Corner Route 287 and Route 7 Bypass	Annexation	Being reviewed by County Board Of Supervisors
Southern States	261 N 21 <sup>st</sup> Street	Site Plan New construction	CDA approved Site Plan UR

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Southern States	261 N 21 <sup>st</sup> Street	BLA/Lot Consolidation and Sanitary Sewer Easement	UR
Town or Purcellville	Fireman's Field	Demo and rebuild shelter	Approved 4/16/16
Town of Purcellville	J Street from Nursery Avenue to 26 <sup>th</sup> Street	Zoning permit for storm sewer improvements	Approved 4/4/16
Vineyard Square	130-148 21 <sup>st</sup>	Site Plan New construction	Site plan approved
Virginia Regional Transit	Browning Court	Text Amendment SUP	Approved WOA
Warner Brook	Purcellville Rd	Annexation	UR

**Table B**

### Commercial/Industrial Zoning Permits Issued or Under Review

Applicant/Project Name	Location/address	Review Type	Status See Legend at end of matrix
Durand Music/M80 Recording Studio	417 Browning Ct	Interior fit up Permanent signs	Approved 8/20/15 Approved 5/19/16
INOVA	740 S Main Street	Occupancy Permit	UR
Jacks Run Brewery	108 N 21 <sup>st</sup> Street	Interior fit up for brewery	Approved 2/12/16
Monks BBQ	251 N 21 <sup>st</sup> Street	Interior fit up for restaurant expansion	Approved 2/17/16
Monks BBQ	251 N 21 <sup>st</sup> Street	CDA and Zoning for Front deck expansion and covered area	CDA approved 4/19/16 Zoning Permit approved
Purcellville Pharmacy	609 E Main Street	Interior fit-up for pharmacy	Approved 3/30/16
Pottery by Hand	121 E Main Street	Occupancy – pottery studio	UR
Nextide Corp	221 N 21 <sup>st</sup> Street	Zoning Clearance for Change of Use – Learning Center	Issued 3/9/16
Dragon Yong-In Martial Arts	310 N 21 <sup>st</sup> Street	Exterior improvements/ revisions to approved site plan	Approved 4/8/16
Bada-Bing Bagels	719 E Main Street	Interior fit-up for Restaurant	Approved 4/14/16
Petit Lou Lou, LLC	713 E Main Street	BAR – Exterior renovations - restaurant	Approved 4/19/16
Petit Lou Lou, LLC	713 E Main Street	Interior Fit-up for French bakery and pastry shop	Approved 5/18/16
Tasos Vatikiotis – Purcellville Theater	860 E Main Street	Interior fit-up, Suite I, 2 <sup>nd</sup> Floor	Approved 4/26/16
Adroit Brewery	404 Browning Ct	Interior fit-up for brewery expansion	Approved 4/29/16

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Select Property Management	130 S 20 <sup>th</sup> Street	Interior Future Tenant Fit-up	Approved 5/9/16
Berry Blossom	221 N 21 <sup>st</sup> Street	Interior Fit-up issued for ice cream and smoothie shop	Approved 5/13/16

**Table C**

<b>Commercial/Industrial Occupancy Permits issued</b>				
<b>Applicant/Project Name</b>	<b>Location/address</b>	<b>Review Type</b>	<b>Date of Approval</b>	<b>Employees</b>
Fireworks Now	711 E Main St	Temporary fireworks stand	2/29/16	
Paramount Productions Inc. of MD/Autism Speaks	Purcellville Gateway/Harris Teeter parking lot	Temporary firework sales – 6/10/16 thru 7/10/16	4/21/16	
Movement Mortgage	101 E Main Street	Office	5/6/16	6
Shenandoah Furniture Gallery	121 E Main Street	Retail - relocation	5/3/16	
Northern Virginia Party Rentals	341A N Maple Avenue	Office and outdoor storage	5/6/16	8
<b>Home Based Business – Permit Issued</b>				
Nostalgia Ink	241 E Loudoun Valley Drive	Graphic Design Office	5/10/16	1
Pop's Donuts	241 E Loudoun Valley Drive	Office for food truck	5/10/16	1
<b>Total Employees</b>		<b>Year to Date</b>	<b>Month of May</b>	
		<b>59</b>	<b>16</b>	

**Legend:** UR – Under Review; WOA – Waiting on Applicant; CDA – Certificate of Design Approval

**Public/Town Projects:**

1. Mary House of Hope/Town of Purcellville Minor Subdivision – 781 S20th Street.
  - Subdivision Plat and deed were signed on 8/20/15 and were recorded.
  - Application to rezone 781 S. 20<sup>th</sup> Street from IP to R-2 was received on September 28, 2015.
  - Planning Commission will hold public hearing on February 4, 2016.
  - Planning Commission recommended approval. TC held public hearing.
  - TC approved text amendment, rezoning and comp plan amendment on 4/12/16.

**Business-Related Projects:**

**Approved:**

1. Mayfair Industrial – East Nichols Lane.
  - Construction plans submitted on August 28, 2014 for the industrial use section of the Mayfair development. Plans are under review.
  - Second submission with response to comments received from applicant on 12/29/14 and has been sent out for additional review. Additional review comments have been sent to applicant.
  - Third submission of construction plans received on 3/6/15.
  - Record Plat submitted on 2/25/15.
  - Fourth submission of construction plans received on 4/15/15 and sent out for review on 4/16/15.
  - Grading and land prep has begun. All remaining comments on construction plans sent to applicant 5/21/15.
  - Construction plans approved 6/18/15.
  - Revisions to construction plans submitted on 6/18/15 and have been sent out for review.
  - Record plat resubmitted on 5/8/15. The revisions to construction plans were approved on 9/16/15.
  - Record plat approved and recorded. Performance bond is being processed.
  - Performance bond approved.
  - Site Plan revision is currently under review.
2. Vineyard Square – 130-148 21<sup>st</sup> Street.
  - Nine demolition permits were issued on November 5, 2014 and demolition has begun on some of the sheds and accessory buildings.
  - Site Plan submitted on 12/30/14 and was sent out to review agencies on that day. Review comments distributed on 1/30, 2/11 and 2/12/15.
  - Second submission received on 3/3/15.
  - Zoning Determination provided on March 13, 2015. Appeal of Zoning Administrator's determination to the BZA regarding BAR approval was

received on April 10, 2015. Appeal to be heard by the BZA on July 1, 2015. Zoning Administrator's determination that the CDAs remain valid was upheld by the BZA on July 24, 2015. Waiting on site plan resubmission from applicant. The BZA decision was appealed to the Circuit Court.

- Third submission of the site plan was submitted on 8/7/15 and is under review.
- Applicant submitted 2 Deeds of Easement and Vacation for the project on 8/26/15. Public Works and Community Devel. Departments met with the applicant on 8/31/15 to discuss the site plan. Site plan ready for approval after easements are finalized.
- Easements have been recorded, bonds have been approved and site plan has been signed.

3. **Dragon Yong-In Martial Arts** – 310 N 21<sup>st</sup> Street.

- Amended site plan received on 5/8/15 and has been sent out for review. This site plan is for the addition of a soccer field, walking track, traffic circulation and parking improvements.
- Comments sent to applicant on 6/19/15. Waiting on resubmission from applicant. No news. Will be put back in the active category when they resubmit.
- Site plan resubmitted on 9/23/15 and is under review.
- Site Plan approved 3/25/16
- Zoning Permit issued 4/8/16

**In Application Process:**

1. **Catoctin Corner** – E. Main Street and Rt. 287 N.

- Site plan submitted on 1/18/13 for a shopping center.
- Applicant submitted Traffic Analysis on May 14, 2014.
- Grading Plan has been submitted and is being reviewed by the County and the Town. 3<sup>rd</sup> submission received on 2/17/15 and was sent out for review.
- Review comments sent to applicant on 3/5/15. Waiting for final approval from Loudoun County.
- Grading plan approved on 7/8/15. Clearing has begun and a construction entrance has been established. Staff has been discussing site plan process with the applicant. Construction plans received on 9/4/15 and site plan received on 9/25/15. Both applications are under review.
- Proposed gas station has been preliminarily reviewed by the BAR. Certificate of Design for the gas station/convenience store approved by BAR on 11/17/15.
- An application for another new building at the shopping center was submitted for BAR review on 1/11/16.
- The BAR approved the design of 2 of the buildings at their 2/16/16 meeting and will be reviewing 3 additional new buildings and a dumpster enclosure at their 3/15/16 meeting.

- At the 3/15/16 BAR meeting, design approval was given to 3 buildings and the accessory dumpster enclosures.
  - Site Plan and Construction Plans are under still review.
  - Last building design will be reviewed by the BAR at their May meeting.
  - **CDA have been issued for all buildings. As applicant acquires proposed tenants some revisions to building designs are being proposed.**
2. **Purcellville Crossroads** – Corner of the Route 7 Bypass and Route 287.
- Application for an annexation of approximately 47 acres for a mixed use development. Application was submitted on July 29, 2013. Staff is reviewing the application.
  - Applicant provided a presentation to Town Council on 9/9/14. A complete annexation application is expected the week of April 6, 2015.
  - Concept plan submitted on 4/9/15.
  - Developer held a public informational update at the Carver Center on May 27, 2015.
  - Staff report was presented to Town Council on July 28, 2015.
  - Applicant submitted a new annexation application on 9/22/15. The annexation request is being reviewed by Loudoun County.
  - The applicant will conduct a charrette on March 3.
  - Charrette held.
3. **Warner Brook, LLC** – Purcellville Road.
- Application submitted requesting annexation of two parcels (PIN#s 487-38-8931 and 487-28-1679) totaling 131.29 acres located at 17100 Purcellville Road just north of the Route 7 Bypass.
  - Departments are reviewing the application.
4. **Southern States** – 261 N 21<sup>st</sup> Street.
- Site plan submitted on March 25, 2014 for redevelopment of 261 N. 21<sup>st</sup> Street. Plan is being reviewed for completeness. Site Plan has been sent out to review agencies. Applicant is working on comments.
  - Interior fit-up was approved on January 13, 2015 and an application for Board of Architectural Review for exterior renovations to existing building was approved with conditions on February 17, 2015. This is being resurrected and I expect to see an updated application by the middle of January.
  - An application was submitted to the BAR on 2/1/16 for review of a new building to be constructed at the site. The existing building is to be demolished.
  - The design of the new building has been approved by the BAR and the site plan is still under review.
  - BLA/Lot Consolidation and Sanitary Sewer Easement deed and plat are under review.

5. **Virginia Regional Transit** – SUP application for commuter parking lot.
  - Text Amendment approved for commuter parking in the CM1 district.
  - Waiting on applicant to apply for SUP.
  
6. **McDonalds Restaurant** – 121 N. Maple Avenue.
  - Certificate of Design approval was issued on August 19, 2014 for the construction of a new restaurant building at the current site.
  - McDonalds has also submitted special use applications for a restaurant over 4,000 square feet and for a drive through at the same location.
  - Planning Commission held a public hearing and recommended approval to the Town Council on 11/6/14.
  - Following a public hearing, Town Council approved the special use permit applications on 12/9/14.
  - Site Plan received on 12/9/14 and is under review. All review comments were received by January 27, 2015.
  - 2<sup>nd</sup> submission received on 2/24/14 and was sent out for review on 2/25/15.
  - Applicant requested a 120 day site plan extension which was granted. No news. Application will be put back in the active category when resubmitted. Still expect this to go forward sometime this year.
  - Submitted a new application to the BAR for construction of a new building at their current site. This application will be reviewed at the BAR's March 15, 2016 meeting.
  - BAR approval was issued on 3/15/16.
  - Site Plan for the rebuilding of the restaurant submitted 4/15/16 and is under review.
  - Lot Consolidation submitted on 4/22/16. Waiting on submission of deed.
  - Reviewing Deed and plat.
  
7. **O'Toole Property (37935 Colonial Highway)**
  - Rezoning and Comprehensive Plan Amendment submitted.
  - Comments sent to applicant – waiting for resubmission
  
8. **Beckstrom Electric** – Lot 1, Mayfair Industrial Park
  - Minor Site Plan submitted on 5/23/16 for a fences storage lot to be located on Lot 1 of the Mayfair Industrial Park.
  - Comments following completeness review by the Town were sent on June 8, 2016

**Other Projects and their status:**

1. **Mayfair Residential** – Purcellville Road/Route 611.
  - Record Plat submitted on October 21, 2014 for the residential dwelling units located on Brookfield property annexed north of Town. Construction plans

are under review for the 254 residential planned development and the 8 lot residential subdivision.

- 3rd submission of construction plans was received on 2/4/15 and comments sent on 3/16/15.
- Record Plat comments sent to applicant on 3/26/15.
- Site plan for Route 611 road work was approved on 3/31/15.
- Fourth submission of construction plans was received on 4/21/15 and sent out for comments on 4/22/15. Grading and clearing has begun.
- Construction plans approved on 5/15/15.
- Amendment submitted on 5/20/15 and sent out for review.
- Third submission of record plat received on 5/6/15. Amendment approved on 9/11/15.
- Second amendment to the construction plans was submitted on 9/23/15 and is under review.
- Amendments to the plans have been approved. Record plat approved and recorded. Performance bond is being processed.
- Performance bond submitted and zoning permits were issued on 12/18/15 for 16 townhouse units.
- Zoning permits have been issued for the construction of 4 single family homes.
- Brookfield is continuing to apply for residential zoning permits for this development. The first townhouse occupancy was issued 4/28/16.

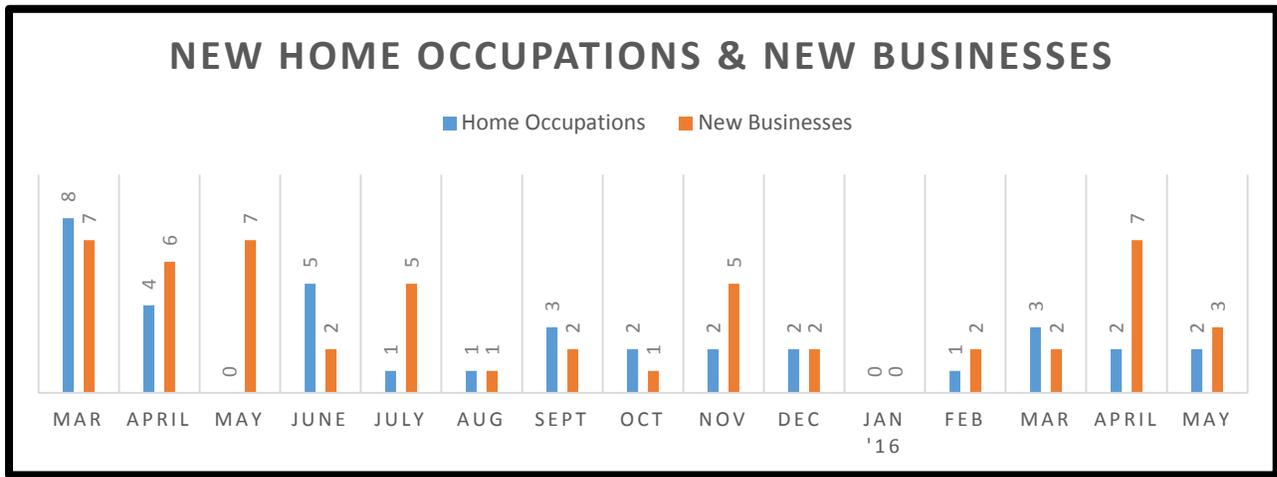
2. Morgan Meadows (formerly Beauma Meadows) – N Hall Avenue.

- Record plat for a 5 lot subdivision located between Hall Avenue and 26<sup>th</sup> Street was received on 4/2/15.
- Applicant requested a 6 month extension which was granted.
- This is still semi active.
- Submitted an updated preliminary Plat for a 5 lot subdivision on 4/2/15. Is under review.

**Projects on Hold:**

1. SunTrust Bank – 165 Purcellville Gateway Drive.

- On 2/7/12 a zoning permit was issued for the construction of a bank in the Gateway Shopping Center, a stand-alone building at this site.
- BAR approved the revised building design on March 18, 2014.
- Site plan is under review. Project has been pushed back to the fall. No resolve in sight. Still hoping for a change in status.
- Have received word that Sun Trust is expected to activate their application in the near future.



**2016 Year-to-Date and Current Month Permits Summary:**

	<u>2016 Year to Date</u> <u>Total</u>	<u>Month of May</u> <u>Total</u>
Commercial/Industrial (does not include temporary)	16	3
Home-Based businesses	8	2

**Permits Issued**

Zoning Permits (general permits)	110	19
Occupancy Permits (not temporary)	43	16
Temporary Occupancy Permits	2	
Sign Permits – Temporary	35	6
Sign Permits – Permanent	17	4
Sign Waivers		
Zoning Determination Letters		
Zoning Clearance Letters	14	1

**Requests**

Special Use Permits	1	1
BAR – Certificates of Design	14	2
BAR – Pre-application discussions	2	
Variances		

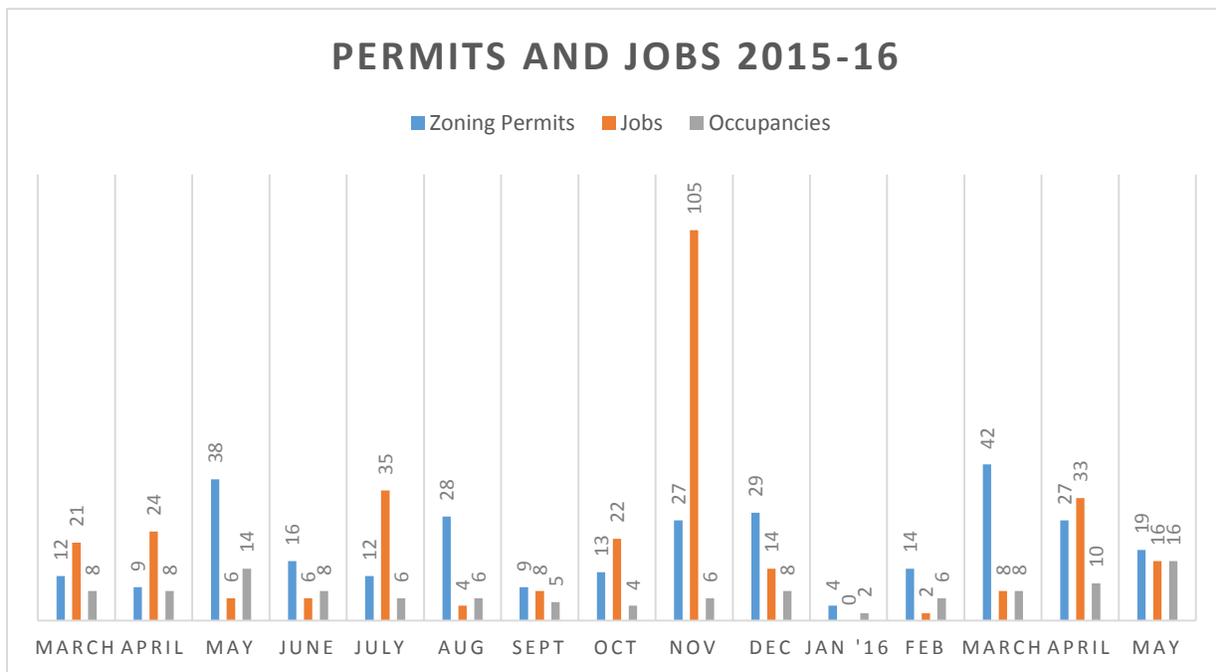
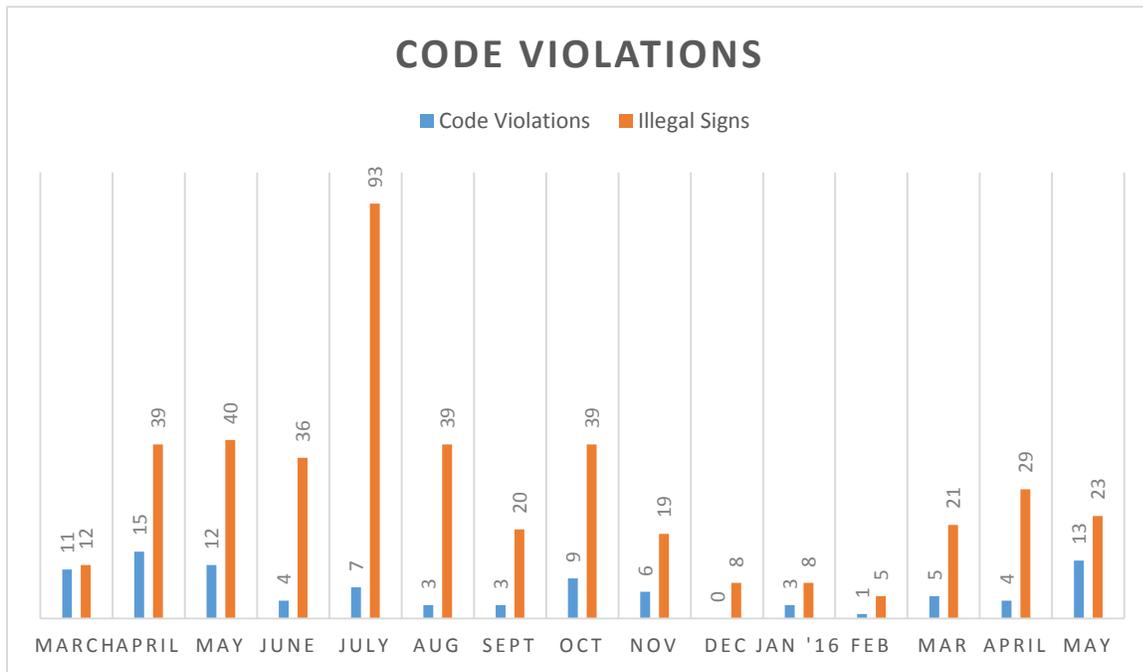
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Annexations		
Rezoning		
Comprehensive Plan Amend.		
Boundary Line Adjustments		
Lot Consolidations	3	1
Site Plans	1	
Site Plan Amendments/Revisions	2	
Minor Site Plans	1	1
Special Exceptions	1	1
Construction Plans		
Construction Plan Amendments		
Preliminary Subdivision Plats		
Minor Subdivision Plats		
Preliminary Subdivision Plat Revisions		
County Referrals		
Commission Permits		
Easement Plats		
Record Plats		
Grading Plans		

**Complaints/Violations for the month of May, 2016**

Lawn Complaints (Tall Grass)	5
Code Violation Warnings	8
Formal Notices of Violation issued	
Illegal signs confiscated in the Town's right of way	23
Unresolved violations	1
Resident Complaints (not tall grass)	1



**Chart I: Trends for Zoning Permits, Occupancy Permits and Jobs**

The spike in jobs for November is due to Chick-Fil-A adding 100 jobs

**Departmental Initiatives.**

Comprehensive Plan Update. Project management plan was approved by the Planning Commission on May 7, 2015. Town Council approved the selection of McBride Dale Clarion to provide planning services for the Comprehensive Plan Update. The Planning Commission will begin the process by holding two public meetings on Saturday, January 23, 2016 at 10:00 AM and 2:00 PM in the Carver Center located at 200 Willie Palmer Way, Purcellville, Virginia. The meetings will be led by town staff and are expected to last approximately two hours each. Both meetings will cover the same topics with a focus on discussing the opportunities and constraints the Town may face over the next 20 years. Because of the snow storm the public meetings were postponed until February 6, 2016. Staff manned an information booth at the Loudoun Home Grown Expo on February 27, 2016. The next input session will be held on March 19, 2016 at the Town Hall. Due to inclement weather on March 19<sup>th</sup> the Planning Commission had added an additional workshop for the comprehensive plan update, to be held on April 7<sup>th</sup> at 7:00 pm in Town Hall. For up to date information see [www.planpurcellville.com](http://www.planpurcellville.com) .

The Economic Development Advisory Committee has completed a strategic tourism plan. The committee has initiated action items to begin implementing the plan. The initiatives are preparing an events calendar for the Town, utilizing the Gazebo on 21<sup>st</sup> Street as an information kiosk, and helping with the production of a marketing video for the Town website. Work continues on these initiatives. EDAC is helping with the painted wine barrel initiative. In addition the committee has reviewed, at Council's request, The RSR Gateway Annexation request, the Shop Local Program, business surveys, and the Special Events Ordinance and other economic initiatives that the Town might consider.

The EDAC committee meets the first Tuesday of every month at 7PM in Town Hall and welcomes public input and participation.