



**PLANNING COMMISSION
REGULAR MEETING AGENDA**

May 2, 2019

7:00 p.m.

- 1) **Call to Order** – Chairman Tip Stinnette
- 2) **Pledge of Allegiance**
- 3) **Agenda Amendments** (Planning Commission and Staff)
- 4) **Commissioner Disclosures**
- 5) **Public Hearings**
 - a) None Scheduled
- 6) **Presentations**
 - a) None Scheduled
- 7) **Citizen Comments**
- 8) **Discussion Items**
 - a) Comprehensive Plan Critical Path
 - b) Comprehensive Plan Updated Errata
 - c) Diagnostic Study For Zoning Ordinance
- 9) **Action Items**

Note: Any Discussion Item may be added as an Action Item during the meeting by motion of the Planning Commission.

 - a) None Scheduled
- 10) **Information Items**
 - a) None Scheduled
- 11) **Council Representative's Report**
- 12) **Chairman's Comments**
- 13) **Planning Commissioners' Comments**

14) Approval of Minutes

- a) April 4, 2019 Regular Meeting

15) Adjournment

If you require any type of reasonable accommodation as a result of physical, sensory or mental disability in order to participate in this meeting OR if you would like an expanded copy of this agenda, please contact Stefanie Longerbeam at (540) 338-2304 at least three days in advance of the meeting. *Expanded copies of the agenda may not be available the night of the meeting, please request a copy in advance.*

USE OF ELECTRONIC DEVICES DURING MEETINGS For the comfort and consideration of others, all cellular phones must be turned off and cannot be used in the Council Chambers. Pagers must be set on silent or vibrate mode. This is requested because of potential interference with our recording devices and the transmittal of our hearing impaired broadcast.

Plan Purcellville, 2018 Comprehensive Plan

DRAFT CRITICAL PATH as of April 22, 2019

PC = Planning Commission

TC = Town Council

PH = public hearing

May 2	PC mtg:	finalize Comp Plan errata and PH presentation
May 17	PC PH	public notice placed with Loudoun Times Mirror
May 24	PC PH	public notice appears in Friday paper
May 31	PC PH	public notice appears in Friday paper
June 6	PC mtg	PC PH of 5.0 w/ revised errata
June 20	PC mtg	deliberate, discuss public inputs and direct staff to revise errata (as required)
July 18	PC mtg	5.0 w/errata resolution of support forwarded to TC (90-day timeline begins)
July 23	TC mtg	TC receives 5.0 w/ revised errata
August		individual TC members review 5.0 w/ revised errata on their own, and give inputs to staff
September 10	TC mtg:	deliberate, discuss and resolve TC inputs in comment matrix
September 24	TC mtg	deliberate, discuss and resolve TC inputs in comment matrix
October 8	TC mtg:	TC remands 5.0 w/ revised errata back to staff/PC to work with consultant
October 16		1 st 90-day timeline expires
October 17	PC mtg	PC and staff incorporate revised errata into finished doc in order to create 6.0
November 7	PC mtg	PC forwards 6.0 resolution of support to TC (new 90-day timeline begins)
November 12	TC mtg	TC receives 6.0 Plan Purcellville, 2018 Comprehensive Plan
November 15	TC PH	public notice placed with Loudoun Times Mirror
November 22	TCPH	public notice appears in Friday paper
November 29	TCPH	public notice appears in Friday paper
December 10	TC mtg	TC PH of 6.0 Plan Purcellville, Comprehensive Plan
January 14	TC mtg	TC deliberate on public comments and directs staff to make changes as required
January 28 or beyond	TC mtg	TC adoption of 6.0 or 7.0 (as required) Plan Purcellville, Comprehensive Plan

Plan Purcellville, 2018 Comprehensive Plan - Version 5.0 Errata

Use the “New version” cover montage (below) rather than the “Current version” because it’s a more iconic representation of the Town.



The second page of this errata, labeled “Acknowledgements” is to completely replace the similarly titled page in the Plan Purcellville Version 5.0, as provided by the consultant (McBride Dale Clarion).

The third page of this errata, “The Land Use Map” is to reflect the land use categories as adopted by the Planning Commission and therefore shall replace any conflicting land use categories indicated on any and all map exhibits throughout Plan Purcellville Version 5.0, including the “Comparison of 2006 to 2018 Land Use Maps” contained in the supporting documents, as provided by the consultant (McBride Dale Clarion).

ACKNOWLEDGEMENTS

Thank you to all the citizens who participated and the Planning Commission for serving as the steering committee for this process. This Plan represents the vision for our Town based on valuable input collected over a series of meetings and events.

PLANNING COMMISSION (current membership)

Chair ... **Tip Stinnette**
Mary Frances Bennett
Nan Forbes
Stosh Kowalski
Ed Neham
Chip Paciulli
Theresa Stein

PLANNING COMMISSION (previous membership)

Vice-Chair ... **Edward Van Istendal**
Britt Adkins
David Estey
Doug McCollum
Keith Melton
Gil Paist

TOWN COUNCIL (current membership)

Mayor ... **Kwasi Fraser**
Vice Mayor ... **Ryan Cool**
Chris Bledsoe
Ted Greenly
Joel Grewe
Nedim Ogelman
Tip Stinnette

TOWN COUNCIL (previous membership)

Kelli Grim
Karen Jimmerson
Joan Lehr
Doug McCollum
Patrick McConville
John Nave
Ben Packard

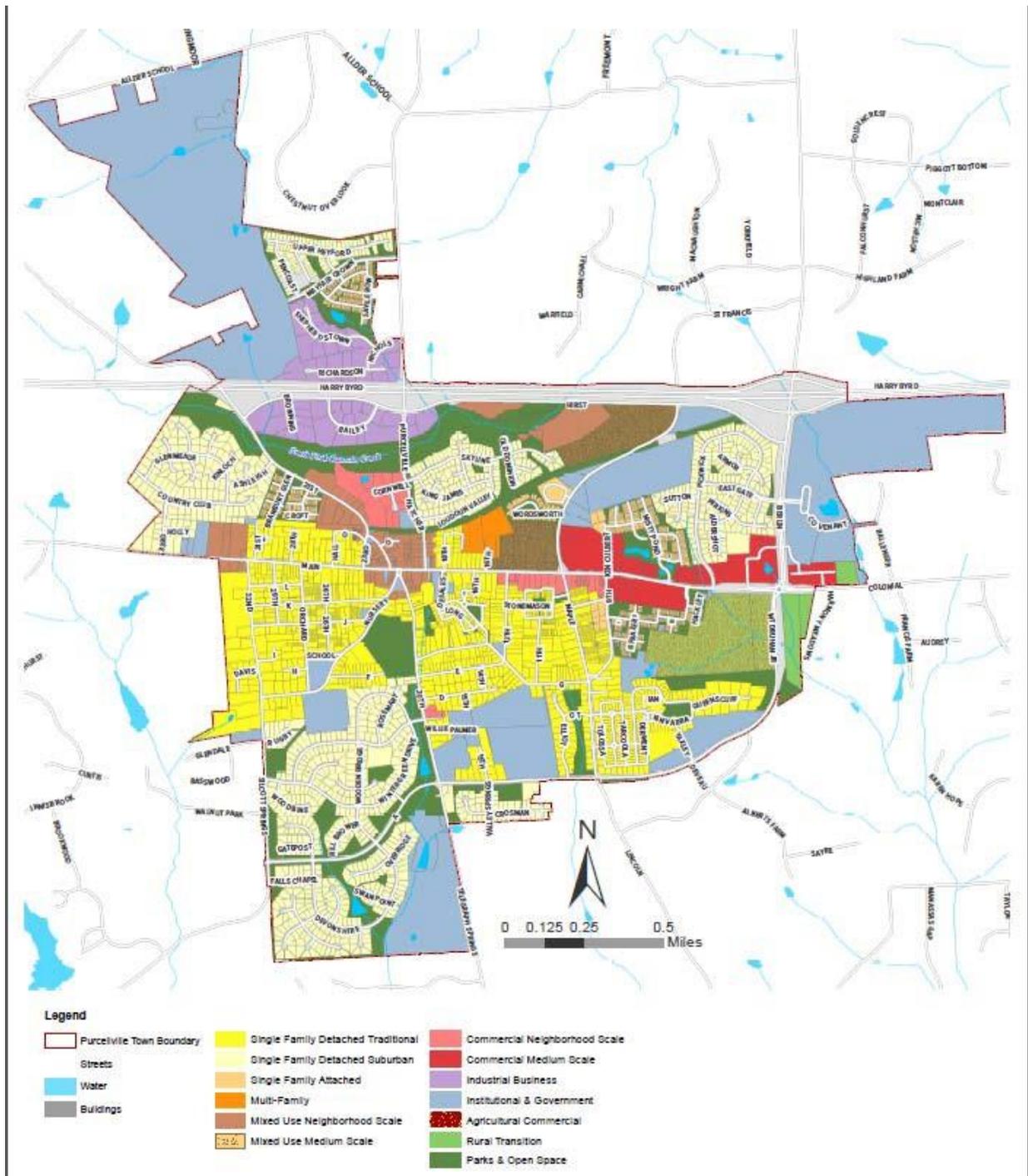
TOWN STAFF (current)

Town Manager ... **David Mekariski**
Town Attorney ... **Sally Hankins**
Director of Community Development ... **Patrick Sullivan**
Senior Planner ... **Andrew Conlon**
Planning & Zoning Technician ... **Stefanie Longerbeam**
Planning Technician ... **Kimberly Bandy**

TOWN STAFF (previous)

Town Manager ... **Robert W. Lohr, Jr.**
Assistant Town Manager ... **Danny Davis**
Interim Town Manager ... **John Anzivino**
Senior Planner and Project Manager ... **Erin Goodrich**
Senior Planner and Project Manager ... **Daniel Galindo**
Planning Technician ... **Tucker Keller**
Planning Technician ... **Michele Snyder**

Insert: McBride Dale Clarion information



Page “1” (not “1”) Contents, assign a page number to add glossary to basic publication (currently will be page 104).

Page 2: ~~five~~ craft breweries” strike the numeric “count”, because by the time this goes to print, the number of breweries may change.

Page 2: The Purcellville Town Seal: Draw a border around the seal so that the statement: “**The white background of the seal** represents the clear, uncluttered environment of the community.” makes more sense.

Page 4: On the Town of Purcellville Street Map correct the spelling from “Firemens” to “Fireman’s”.

Page 21: Change “The second phase of the Silver Line expansion which is currently underway, extends the line from Reston into Loudoun County, terminating at the Ashburn Station located near the Dulles Greenway and Ryan Road in Ashburn, approximately ~~15-20~~ road miles southeast of Purcellville.”

Page 44: This page defines the "Commercial Medium Scale" category. The sentence in RED lettering at the top of the page should be revised to say "This category represents the largest format of ~~small-town~~ **medium scale** commercial development for Purcellville.

Page 44: Delete the third from the last bullet that begins with "Groceries and multi-story office buildings...".

Page 44: Delete the final bullet that begins with "Residential use...".

Page 46: in the third bullet from the bottom of the page, after "Agriculture/rural tourism related businesses"... add "(to include a small-scale temporary lodging concern)" *...to remain consistent with Zoning Ordinance permitted uses.*

Page 49: On Figure 119, correct the spelling from “Firemens” to “Fireman’s”.

Page 59: Within the illustration, delete the words that read "Approved Office Building" (it is now an existing structure).

Page 61: Within the illustration, in the area designated “Area 2”: delete tree cover depiction.

Page 61: Within the illustration, in the area between Hirst Road the South Fork of Catoclin Creek (known as the Chapman property): delete tree cover depiction.

Page 61: Change the Area 1 description to: “Redevelopment consistent with small- to medium-format Mixed Use and Industrial that acts as a transition from commercial to residential uses.”

Page 61: Change the Area 2 description to: “Small- to medium-format Mixed Use development and housing for seniors who require some level of assistance.” (delete rest of paragraph).

Page 67: Within the illustration, revise Area 1 (E Cornwell Lane, etc.) to Commercial Neighborhood Scale (pink).

Page 67: Remove the first bullet under the Area 1 description that begins with “Maintain the industrial and commercial...”.

Page 69: Within the illustration, delete the words that read "Approved Children's Academy" (it is now an existing structure).

Page 69: Within the illustration, add a second notation of area "2" for the currently un-numbered "Commercial Medium Scale" focus area, north of E Main Street on the easternmost side of the illustration. (Note, the small portion of the Purcellville Gateway development, shown as "Mixed Use Medium Scale" on the eastern edge of this illustration, is to be "Commercial Medium Scale".)

Page 69: Within the text, section "Area 5", revise to read: "Encourage small buildings, to include commercial, office, and institutional uses."

Page 71: Within the illustration, revise Area 1 (the Purcellville Gateway commercial center) to Commercial Medium Scale (red).

Page 71: Within the illustration, delete the words that read “Approved SunTrust Bank” (it is now an existing structure).

Page 72: Within the text, in the fourth bullet of the first column, correct “Limit access in each quadrant to one access point on E. Main Street/Colonial Highway and Berlin Turnpike/William T. Druhan Jr. ~~Road~~” to **Boulevard**.

Page 82: Within the text, under Recommendations 2, following the words Purcellville Historical Society, add “, **Purcellville Train Station Advisory Board**,” and then continue with “and other relevant organizations”.

Page 96: In the first paragraph under Impact Assessment, replace this part of the last sentence: “The Town could choose to use an impact assessment in one of two ways:” with this: “**Among the ways the Town could choose to use an impact assessment are the following:**”.

April 4, 2019



**MINUTES
PLANNING COMMISSION REGULAR MEETING
APRIL 4, 2019 7:00PM
TOWN HALL COUNCIL CHAMBER**

PRESENT: Tip Stinnette, Chair/Town Council Liaison
Theresa Stein, Vice-Chair/Planning Commissioner
Mary Frances Bennett, Planning Commissioner
Nan Forbes, Planning Commissioner
Stosh Kowalski, Planning Commissioner
Ed Neham, Planning Commissioner
Chip Paciulli, Planning Commissioner

STAFF: Patrick Sullivan, Director of Community Development
Andy Conlon, Senior Planner

ABSENT: Stefanie Longerbeam, Planning and Zoning Technician

Note: The audio recording of this meeting is available at:

<https://www.purcellvilleva.gov/ArchiveCenter/ViewFile/Item/4980>

Selected references to specific locations in the audio recording are given in square brackets. For example, a discussion that began at 1 hour, 5 minutes and 55 seconds after the beginning of the recording would appear as [1:05:55].

CALL TO ORDER OF REGULAR MEETING:

Tip Stinnette, Chair, called the Planning Commission Meeting to order at 7:02 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS:

- Moved Discussion Item 8(d) Purcellville Planning Commission Annual Report to Action Item 9(c).
- Reordered Action Items: Action Item 9(a) becomes RZ17-01- Purcellville Gateway and Action Item 9(b) became PCA17-01- Purcellville Gateway.
- Created Discussion Item 9(d) Diagnostic Study for Zoning.

COMMISSIONER DISCLOSURES:

None.

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PUBLIC HEARINGS:

None.

PRESENTATIONS:

None.

CITIZEN COMMENTS:

None.

DISCUSSION ITEMS:

Comprehensive Plan Critical Path Discussion: [5:00] The critical path will need to be revised to allow the Planning Commission enough time to deliberate and adjudicate any additional citizens' comments that may arise from the Commission's May 2, 2019 public hearing, and to give the Town Council at least 90 days for its review after the Commission passes its resolution of support of the Comprehensive Plan, tentatively scheduled for July 18, 2019.

Comprehensive Plan Updated Errata: [12:35] The errata sheet was briefly reviewed and appears to track the Version 5.0 "baseline" Comprehensive Plan.

Comprehensive Plan Public Hearing: [14:45] The draft briefing package was reviewed and two minor typos/grammatical errors identified. Commissioner Neham will make updates to the Public Hearing briefing package, including the inclusion of the updated critical path.

Diagnostic Study for Zoning: [22:20]. Chair Stinnette stated this should be a recurring item for discussion at every Planning Commission meeting. Chair Stinnette stated that given the Community Development Department's presentation to the Town Council the previous evening, we recognize that the Department is short-staffed and is challenged to keep pace with their daily workload. Thus, in thinking about updating the Town's Zoning Ordinance, the Planning Commission will need to rely upon consultant support; the diagnostic work for this has been budgeted for by the Town Council. Still to be done prior to the diagnostic study is a "tree-top" level analysis by the Staff to assess the impact of the Comprehensive Plan on the Zoning Ordinance. Chair Stinnette asked the Staff to provide a date estimate for this "tree-top" analysis at the next regular Planning Commission meeting.

ACTION ITEMS:

RZ17-01: Purcellville Gateway: [27:25] It was noted that there were maybe 10 to 12 community members who attended the applicant's community meeting on March 15, 2019.

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MOTION [31:20]

Vice-Chair Stein moved that the Planning Commission recommend to Town Council RZA17-01 Purcellville Gateway, a request by NSHE Fool Hollow Lake, LLC for a conditional zoning amendment from proffered R-3, Duplex Residential District to a proffered MC, Mixed Commercial District, for a .81 acre portion of an approximately three acre parcel within the Purcellville Gateway Shopping Center development, thereby enlarging the mixed use commercial area, and reducing the residential area, in order to accommodate a proposed child care center, **be denied** because the reduction in residential area originally committed to had not been adequately justified. Further, the increase in commercial [use] has not been sufficiently mitigated.

The motion was seconded by Commissioner Forbes.

Discussion: [33:05]

Commissioner Paciulli stated he supports the motion to deny but noted: (1) that there is no 50-foot rear yard listed in the conditions – which was agreed to; (2) that the 140-student maximum should be part of the conditions; and (3) there was no commitment to put evergreen plantings at the rear of the property. He also stated that he rode around the town and looked at several different child care centers and observed that they all have residences close by with no objective noise complaints recorded. He questioned if community concern over noise associated with the Gateway childcare center is objectively valid.

Commissioner Bennett stated she support the motion to deny and that her concerns about the traffic within the Gateway center were not abated by the applicant.

Vice-Chair Stein expressed her appreciation to the applicants for the community outreach that they did on more than one occasion and offering to make changes to improve traffic flow within the Gateway center. However, in reviewing the application, it seemed that a number of commitments previously talked about did not appear in the proffers. She didn't think the rezoning request was justified and it didn't seem to have any true mitigation of impacts; rezonings represent changes and if we are going to make changes, we owe it to the community to explain the rationale behind the changes. The reduction of the residential acreage will have an impact on the lot sizes in the area that remains.

Commissioner Kowalski stated one of the things he learned in his recent Planning Commissioner training was that there are guidelines giving thirteen permissible considerations for a zoning action, and he would have a hard time applying any of these guidelines and approve this application.

Commissioner Forbes stated that the issue is whether or not there should be a rezoning and whether this small parcel should be rezoned. It seems that when we have zoning, our citizens ought to be able to rely on it and it should not be done piecemeal, also known as spot zoning. The question isn't why shouldn't we do this but why should we do it – why should we increase the commercial use; the applicant did not speak to why this project would be a benefit to the town and our community in this particular location; most of the information was about what they needed to make the project work for them but that is not the lens through which we should be looking at this – it should be why and how this benefits the town, not how does it benefit the applicant.

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Commissioner Neham stated he supports the motion to deny and has the following concerns: (1) no convincing reasons were given for changing what was laid out in the 2025 Comprehensive Plan – the land use should be kept as envisioned; (2) the child care center would likely increase the noise levels experienced by the residential neighbors who have stated that the existing noise levels are too high; the noise emanating from the outdoor playground situated behind the child care center’s building could be disruptive and detrimental for those residents who have home-based businesses; the Town Zoning Administrator stated that a wall (limited to 7 feet in height) would not establish a meaningful sound barrier; and increased noise is liable to have a negative effect on the property values of the neighboring residences; and (3) the increased traffic due to the child care center operations would contribute to the congestion and frustration already being experienced by the shopping center’s current users and the Wells + Associates memorandum states that the “traffic circulation patterns operate efficiently”, but effectiveness is really what we should be after here.

Chair Stinnette stated that he characterizes this project as having ten pounds of stuff in a five-pound sack; why should we do it vs. why shouldn’t we do it is an excellent question and is a good lens to look at this project through. He acknowledged that the Purcellville Gateway has always been an emotional development and recognized the applicant for being flexible and responsive. Whereas the revenue stream would be nice and we probably need a child care center of this caliber in Purcellville, Gateway may not be the right place to put it. Moreover, there is a commitment to the existing and future community and to the residential development that is already programmed for that area.

Vote: [49:40]

The motion to deny was voted on and passed: 7-0.

PCA17-01: Purcellville Gateway: [50:25]

MOTION:

Vice-Chair Stein moved that the Planning Commission recommend to Town Council PCA17-01 Purcellville Gateway, a request by NSHE Fool Hollow Lake, LLC for a proffer condition amendment to the MC, Mixed Commercial District and R-3, Duplex Residential District conditional zoning (i.e. proffers) and concept plan as approved through RZ06-01, in order to accommodate a proposed child care center, for properties within the Purcellville Gateway Shopping Center development, **be denied** because the zoning necessary to accommodate the proposed use has been denied.

The motion was seconded by Commissioner Forbes.

Discussion: [51:45]

Commissioner Paciulli questioned whether the \$100,000 is a fair share for a traffic signal that could cost up to \$400,000, to be used at Gateway or elsewhere.

Vice-Chair Stein stated that conditions and the proffers were minimal and there was very little on commitments that should have been there.

Commissioner Neham stated that the Staff report of a slight positive revenue impact exclusive of traffic problems was not in any way sufficient, and that the \$100,000 contribution to be used anywhere within the town seemed insignificant.

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Vote: [54:25]

The motion to deny was voted on and passed: 7-0.

Purcellville Planning Commission Annual Report: [55:20] The revised draft of the Annual Report was presented; there were no Commissioner comments. Chair Stinnette stated that this should be adopted as the official record of the Planning Commission's activities for 2018.

INFORMATION ITEMS:

None.

COUNCIL REPRESENTATIVE'S REPORT: [56:45]

Chair Stinnette stated that there were multiple discussions with Town Council about the cell tower, and what they seemed to agree to was that it is not a matter of public safety but one of improving coverage in the southeast quadrant of the town. There are lingering issues regarding carriers' antennas on the water tower that the Staff will address. The Town Council is holding budget meetings, reviewing the data for each department one at a time. Furthermore, there will be a vote next week to retain the current property tax rates.

CHAIR'S COMMENTS: [1:00:00]

Chair Stinnette stated that the County has a schedule of upcoming public hearings with public input on their Comprehensive Plan in April, work sessions May into June, with adoption potentially on June 20.

PLANNING COMMISSIONERS' COMMENTS: [1:02:30]

Commissioner Paciulli observed that the Town's tax rates may remain the same but that property assessments will be increasing.

APPROVAL OF MINUTES: [1:04:20]

Vice-Chair Stein made a motion to waive reading and to approve the minutes of the January 31, 2019 Planning Commission Regular Meeting, the February 7, 2019 Planning Commission Regular Meeting, the February 21, 2019 Planning Commission Regular Meeting, and the March 21, 2019 Planning Commission Regular Meeting. Seconded by Commissioner Paciulli. Passed: 7-0.

OTHER BUSINESS: [1:05:40]

The next regular Planning Commission meeting is scheduled for Thursday April 18. At this time, staff has no items pending for that meeting. A decision whether or not to cancel that meeting will be made on Thursday April 11. If it is canceled, the next regular meeting will be the public hearing on May 2.

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ADJOURNMENT:

With no further business, Chair Stinnette adjourned the meeting at 8:09 PM.

Tip Stinnette, Chair

Ed Neham and Stefanie Longerbeam, Recorders