



**PLANNING COMMISSION  
SPECIAL MEETING AGENDA**

October 10, 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
- 6) **Presentations**
  - a) None Scheduled
- 7) **Citizen Comments**
- 8) **Discussion Items**
  - a) Town Council action regarding the Comprehensive Plan Version 5.0
- 9) **Action Items**

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

  - a) Amendment to the Minutes of July 25, 2019 Special Meeting
- 10) **Information Items**
- 11) **Council Representative's Report**
- 12) **Chairman's Comments**
- 13) **Planning Commissioners' Comments**
- 14) **Adjournment**



**STAFF REPORT**  
**DISCUSSION ITEM**

Item # 8a

**SUBJECT:** Town Council Resolution remanding the comprehensive plan to the Planning Commission

**DATE OF MEETING:** October 10, 2019

**STAFF CONTACTS:** Stefanie Longerbeam, Planning and Zoning Technician

---

**SUMMARY and RECOMMENDATIONS:**

Attached is a copy of the Town Council Resolution remanding the comprehensive plan to the Planning Commission for certain amendments and public hearing.

Please note that Town Council will be reviewing and voting on this resolution at their regular Town Council meeting on October 8, 2019.

*Town Manager*  
David A. Mekarski

*Town Attorney*  
Sally Hankins

221 S. Nursery Avenue  
Purcellville, VA 20132  
(540) 338-7421  
(540) 338-6205 Fax  
www.purcellvilleva.gov



*Chief of Police*  
Cynthia A. McAlister

*Town Clerk*  
Diana Hays

*Department Directors*  
Elizabeth Krens, Finance  
Buster Nicholson, Public Works  
Patrick Sullivan, Community Development  
Shannon Bohince, Information Technology  
Hooper McCann, Administration

**TOWN OF PURCELLVILLE  
IN  
LOUDOUN COUNTY, VIRGINIA**

**RESOLUTION NO. 19-10-01**

**PRESENTED: OCTOBER 8, 2019**

**ADOPTED: \_\_\_\_\_**

**A RESOLUTION: REMANDING THE COMPREHENSIVE PLAN TO THE  
PLANNING COMMISSION FOR CERTAIN AMENDMENTS AND  
PUBLIC HEARING**

**WHEREAS,** the Purcellville Planning Commission held a duly advertised public hearing on June 6, 2019, to receive public comments on version 5.0 of the draft comprehensive plan, dated October 2018 (“**Comprehensive Plan Version 5.0**”), and ancillary documents to the draft comprehensive plan that are entitled: the *2018 Change Matrix*, and the *2018 Errata* (“**2018 Ancillary Documents**”); and

**WHEREAS,** during the period between June 6, 2019 and September 5, 2019, the Planning Commission held a number of public work sessions to deliberate and adjudicate the comments it received during the June 6, 2019 public hearing; and

**WHEREAS,** as a result of these work sessions, the Planning Commission developed additional ancillary documents to the Comprehensive Plan Version 5.0 entitled: the *2019 Change Matrix*, and the *2019 Errata* (the “**2019 Ancillary Documents**”), which contained numerous comments on the Comprehensive Plan Version 5.0 and, for each comment, the Planning Commission’s recommended approach for addressing the comment; and

**WHEREAS,** on September 5, 2019, the Planning Commission adopted Resolution 19-09-07, recommending that Town Council adopt the Comprehensive Plan Version 5.0, as amended by the 2018 and 2019 Ancillary Documents; and

A RESOLUTION: REMANDING THE COMPREHENSIVE PLAN TO THE PLANNING COMMISSION  
FOR CERTAIN AMENDMENTS AND PUBLIC HEARING

**WHEREAS**, the Town Council desires that the Planning Commission incorporate into the Comprehensive Plan Version 5.0 all of the Planning Commission's recommended changes contained in both the 2018 and 2019 Ancillary Documents, so that a single clean document is advertised by the Planning Commission for a final Planning Commission public hearing.

**NOW THEREFORE, BE IT RESOLVED** that the Purcellville Town Council hereby remands the Comprehensive Plan to the Planning Commission and directs the Planning Commission to take the following actions:

(i) post on the *Plan Purcellville* website the comprehensive plan as it is to be considered by the Planning Commission for recommendation to the Town Council, in the form of a single clean document that includes all changes as recommended in the 2018 and 2019 Ancillary Documents; and

(ii) give notice of a Planning Commission public hearing in accordance with Va. Code § 15.2-2204 and give any additional notice as the Planning Commission or its staff may be deem prudent; and

(iii) hold a public hearing to receive comments on the proposed comprehensive plan no later than December 19, 2019; and

(iv) transcribe all comments received at the public hearing, and transmit such comments to the Town Council without deliberation or recommendation by the Planning Commission; and

(v) after the public hearing is closed, vote to (a) approve, (b) amend and approve, or (c) disapprove the plan; and

(vi) upon approval of the comprehensive plan by the Planning Commission, have the clerk to the Planning Commission certify each page of the approved plan as that which was lawfully approved by the Planning Commission; and

(vii) adopt a resolution recommending the certified comprehensive plan for adoption by the Town Council, and transmit to the Town Clerk no later than January 8, 2020 for distribution to the Town Council: the resolution, certified copy of the comprehensive plan, and the transcription of public comments.

A RESOLUTION: REMANDING THE COMPREHENSIVE PLAN TO THE PLANNING COMMISSION  
FOR CERTAIN AMENDMENTS AND PUBLIC HEARING

**PASSED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2019.**

\_\_\_\_\_  
Kwasi A. Fraser, Mayor  
Town of Purcellville

ATTEST:

\_\_\_\_\_  
Diana Hays, Town Clerk



**STAFF REPORT**  
**ACTION ITEM**

Item # 9a

**SUBJECT:** Amendment to the Minutes of July 25, 2019 Special Meeting

**DATE OF MEETING:** October 10, 2019

**STAFF CONTACTS:** Stefanie Longerbeam, Planning & Zoning Technician

---

**SUMMARY and RECOMMENDATIONS:**

The Planning Commission approved minutes from July 25, 2019 which contained an error of land use designation. The recommendation is to properly label pages 1 and 2 of these minutes and agree to make the proper edits.

**BACKGROUND:**

Subsequent to the approval of the minutes of the July 25, 2019 Special Meeting, it came to the attention of the Planning Commission that the land use of Area 3 within the Hirst East Focus Area was mistakenly given in the minutes as Mixed-Use Medium Scale whereas during the course of that meeting, it was actually designated Mixed-Use Neighborhood Scale.

Planning Commission voted on the designation of Area 3's future land use as:

<u>Land Use Category</u>	<u>Vote Count</u>
Mixed-Use Neighborhood Scale	4
Commercial Neighborhood Scale	1
Industrial Business	1

The Planning Commission discussed the Hirst East focus area section of the draft Comprehensive Plan (see Attachment 4) with particular attention given to current zoning, form and fit, traffic, noise and pollution, possible future zoning and uses, and planned land use, and decided on the following planned land use designations:

- Area 1: Commercial Neighborhood Scale
- Area 2: Industrial Business
- Area 3: ~~Mixed-Use Medium Scale~~ Mixed-Use Neighborhood Scale
- Area 4: Agricultural
- Area 5: Commercial Neighborhood Scale

**ISSUES:**

There was an incorrect labeling of a land use designation in Area 3 of the Comprehensive Plan 2018.

**MOTION(S):**

“I move that the Purcellville Planning Commission approve the amended minutes of the July 25, 2019 Planning Commission Special Meeting as presented in the October 10, 2019 agenda packet.”

**ATTACHMENT(S):**

1. Amendment to the Minutes of July 25, 2019 Special Meeting
2. July 25, 2019 Special Meeting Minutes

**Amendment to the Minutes of the July 25, 2019 Special Meeting**

Subsequent to the approval of the minutes of the July 25, 2019 Special Meeting, it came to the attention of the Planning Commission that the land use of Area 3 within the Hirst East Focus Area was mistakenly given in the minutes as Mixed-Use Medium Scale whereas during the course of that meeting, it was actually designated Mixed-Use Neighborhood Scale. Reference is made to the audio record: <https://www.purcellvilleva.gov/ArchiveCenter/ViewFile/Item/5088>, and specifically to the range 58:10 through 1:04:45 minutes of that recording during which the Planning Commission voted on the designation of Area 3's future land use as:

<u>Land Use Category</u>	<u>Vote Count</u>
Mixed-Use Neighborhood Scale	4
Commercial Neighborhood Scale	1
Industrial Business	1

Thus, the minutes of the July 25, 2019 Special Meeting should be changed as follows (red-line correction):

[7:45] The Planning Commission discussed the Hirst East focus area section of the draft Comprehensive Plan (see Attachment 4) with particular attention given to current zoning, form and fit, traffic, noise and pollution, possible future zoning and uses, and planned land use, and decided on the following planned land use designations:

- Area 1: Commercial Neighborhood Scale
- Area 2: Industrial Business
- Area 3: ~~Mixed-Use Medium Scale~~ Mixed-Use Neighborhood Scale
- Area 4: Agricultural
- Area 5: Commercial Neighborhood Scale



**PLANNING COMMISSION  
SPECIAL MEETING**  
July 25, 2019

**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:** Andy Conlon, Senior Planner  
Stefanie Longerbeam, Planning and Zoning Technician

**ABSENT:** Patrick Sullivan, Director of Community Development

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

<https://www.purcellvilleva.gov/ArchiveCenter/ViewFile/Item/5088>

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 SPECIAL MEETING:**

Chair Stinnette called the Planning Commission Meeting to order at 7:00 PM.

**DISCUSSION ITEMS:**

[0:45] Chair Stinnette read three recent emails from community members Leanne Manzo, Leslie Wilson and Gordon Strassberg into the record (see Attachments 1 to 3).

[7:45] The Planning Commission discussed the Hirst East focus area section of the draft Comprehensive Plan (see Attachment 4) with particular attention given to current zoning, form and fit, traffic, noise and pollution, possible future zoning and uses, and planned land use, and decided on the following planned land use designations:

- Area 1: Commercial Neighborhood Scale
- Area 2: Industrial Business
- Area 3: ~~Mixed-Use Medium Scale~~ Mixed-Use Neighborhood Scale
- Area 4: Agricultural
- Area 5: Commercial Neighborhood Scale

Furthermore, the justification for designating Area 4 as Agricultural is its proximity to Catoclin Creek and to provide an agricultural commerce type of transition between the Creek and Areas 1, 2 and 3. Only a small portion of Area 4 would be developable considering its flood plain restrictions, etc.



The Planning Commission revised the descriptions for these areas as follows:

- Area 1: Redevelopment consistent with small format buildings compatible with the neighboring residential area, with sufficient surface parking and loading not adjacent to the residential area.
- Area 2: Redevelopment consistent with Industrial or lesser intensity uses with sufficient surface parking.
- Area 3: ~~Small to Medium Mixed Use development~~ Mixed-Use Neighborhood Scale, possibly including housing for seniors.
- Area 4: This area is suitable for agriculture enterprises and/or open space use, preserving streams and other resources. Open spaces, parks, and trails should be designed as integral parts of any development in this area. Trails could be used to establish connections between neighborhoods and to enhance pedestrian and bicycle mobility.
- Area 5: Development with small format commercial and office buildings.

[1:29:10] The Planning Commission reviewed the Public Hearing and Deliberation Matrix and made several editorial changes. The revised matrix will be distributed to the Planning Commission during August.

[2:04:00] The Planning Commission should receive the updated Errata Sheet and the updated Public Hearing and Deliberation Matrix by August 31, 2019. The Commissioners are requested to review these documents and signal their agreement or disagreement via individual emails to

Chair Stinnette not later than September 3, 2019. Chair Stinnette will supervise the resolution of any disagreements.

[2:06:30] The Planning Commission discussed a draft resolution for the Planning Commission to recommend adoption of the Comprehensive Plan to the town Council and suggested several edits.

**PLANNING COMMISSIONERS' COMMENTS:**

[2:16:30] Commissioner Neham asked if the vote on the resolution recommending the Comprehensive Plan to the Town Council will be formal and open. After discussion, Chair Stinnette stated we will have a meeting to vote on the resolution on September 5, 2019, and assuming passage, distribute the documents to Town Council the week of September 9, 2019.

[2:25:20] Vice Chair Stein suggested that this information needs to be published on the Plan Purcellville website in a timely manner. Chair Stinnette stated the documents will be posted to the website after the Planning Commission passes its resolution.

**ADJOURNMENT:** [2:25:55]

With no further business, Commissioner Forbes made a motion to adjourn the meeting at 9:26 PM, seconded by Vice Chair Stein. Passed: 7-0-0.

---

Tip Stinnette, Chair

---

Ed Neham and Stefanie Longerbeam, Recorders

ATTACHMENT 1

On Jul 23, 2019, at 12:43 PM, lg <[leesifer3@yahoo.com](mailto:leesifer3@yahoo.com)> wrote:

Dear Planning Commission:

I am disturbed by the changes in the Comprehensive Plan to the area of Hirst East Focus Area. The Planning Commission should take out the designation for Mixed-Use Commercial and multi-family residential units. If a developer wants to put this type of zoning on these parcels, they should be restricted to a Comprehensive Plan Amendment or Zoning Amendment so that the Town of Purcellville will be able to negotiate and receive offsets to the negative impacts such a high density and highest possible use would have on our small town.

Hirst Road already suffers from congestion during commute hours and school traffic; in those busy times, it can take 20 minutes to drive the otherwise 4 minute drive from Hatcher to Berlin Turnpike. Please don't underestimate the negative impact these plans will have on the residents. These properties should remain low-intnesity commercial as they are, which will have less of an impact on Hirst Rd and the neighboring intersections.

To include it as part of the Comprehensive Plan is nothing more than a giveaway. The taxpayers would be forced to bear the brunt of increased traffic and overburdened schools and any revenue promises from such a development would be overshadowed by the cost to hire more police, more infrastructure to maintain, and road improvements that the developers will never cover the cost of. More importantly, citizens have voiced their opposition against such measures time and time again.

Please respect the opinions of your residents and the tax-payers in your town. As one of these residents, I am requesting these comments and objections go into the record.

Thank you,  
Leanne Manzo

=====

Chair Stinnette responded:

Sent: Tuesday, July 23, 2019 1:20 PM

Thank you for taking the time to express your concerns Leanne. We will be sure your comments are read into the minutes of our upcoming Planning Commission Meeting this Thu.

The Planning Commission spent a fair amount of time on this topic last Thu evening and I believe we are in accord with your perspective as we reworked the proposed land use for Hirst East. I should point out that the Comp Plan does not directly address the issue of zoning but rather sets the stage, with broad land use characterizations, for follow-on zoning ordinance adjustments. I encourage you to remain engaged with the Comp Plan development/update process as it works its way to the Town Council for ultimate adjudication and adoption.

Respectfully, tip stinnette

ATTACHMENT 2

On Jul 24, 2019, at 23:45, Leslie Ann Wilson <[asklesliewilson@gmail.com](mailto:asklesliewilson@gmail.com)> wrote:  
Hello,

After attending my first Planning Commission meeting last week, I cannot stop thinking about the proposed change to the land use on E Hirst Rd. Converting to Mixed Use Medium Scale and Mixed-Use neighborhood Scale will accommodate commercial, retail, office, services, multi-family residential in stand-alone buildings (apts) or upper stories, duplexes and townhouses. This is similar to Lansdowne Town Center or One Loudoun. I can accept this land use for the Food Lion shopping center but the E Hirst Rd corridor?? If anyone has been stuck in the high school traffic, it is clear that this 2-lane road connecting to the narrow Rt 287 interchange cannot accommodate any more traffic. This doesn't make any sense and would be a huge mistake. Please keep E Hirst Rd light industrial/commercial.

Thank you,  
Leslie



**LESLIE WILSON, REALTOR**  
Associate Broker, GRI, CDPE  
Keller Williams Realty  
Mobile: **703-727-7861**  
[AskLeslieWilson.com](http://AskLeslieWilson.com)  
*Selling Loudoun County, VA*



Proud contributor to *Children's National Health*  
System with every Sale! 

=====  
Chair Stinnette responded:  
Sent: Thursday, July 25, 2019 5:09 AM

Leslie—thank you for your engagement and taking the time to not only attend a Planning Commission Meeting but also to write down your thoughts and concerns.

I can't help but think the Planning Commission is in the same place you are with your concern and noticed you stepped out from our last meeting before we completed our discussion on the area. With that in mind, we are meeting again this evening and rather than talk through podiums and mics I would welcome the opportunity to have one of the commissioners sit down with you and explain the Commission's thinking on the matter and how the combination of comp plan and zoning ordinance can and should work with each other to address your concern.

If you can't make the meeting this evening I would be happy to make arrangements for one of the commissioners to meet with you over a cup of coffee when convenient. Again, we appreciate your time and voice. Respectfully, tip stinnette

ATTACHMENT 3

On Jul 25, 2019, at 11:37 AM, Gordon Strassberg <[gordon.strassberg@gmail.com](mailto:gordon.strassberg@gmail.com)> wrote:  
Good Morning,

My name is Gordon Strassberg, and my family and I have been residents of Purcellville since late 2016. We love living in this small town, and are very concerned, and against, several proposed zoning changes for vote today.

These proposed changes are not suitable for our town:

1. E Hirst Rd to Mixed-Use Neighborhood Scale
2. Food Lion/Shop-n-Save shopping center to Mixed Use Neighborhood Scale
3. Main St. change to Mixed Commercial Neighborhood Scale.

The town already becomes gridlocked between the hours of 7am-9am and 3pm-6pm weekdays for 9 months out of the year while school is in session, between teachers and students travelling to/from work, and slow moving hordes of school busses from our own schools, as well as those just down Main St. in Hamilton. It is impossible to travel from one side of town to the other. Items 1 and 3 above will only further the East-West gridlock through town at peak travel hours, if not beyond, via the introduction of many new residences/new/regular vehicle traffic, construction vehicles, and new traffic signals. These roads are only 2-lane roads and are already beyond their capacity, and should be expanded to a minimum of 4-lanes \*without\* consideration for new construction. Item 2 above really does not seem feasible either but for different reasons - that entire shopping center is a perennial eyesore with stores moving in and out to begin with, not to mention the haphazardly-designed parking lot. So adding more eyesores to that shopping center, and further congesting that already poorly-designed parking lot (and adjacent portions of Main St), seems like a bad idea.

Thank you for hearing my concerns, and we hope you vote accordingly. Many others in town feel similarly - and I hope they've voiced their opinions.

Sincerely,  
Gordon Strassberg

=====  
Chair Stinnette responded:  
Sent: Thursday, July 25, 2019 11:49 AM

Gordon—thank you for your engagement and taking the time to write down your thoughts and concerns.

I can't help but think the Planning Commission is in the same place you are with your concern as the proposed changes actually reduce the scale of what is currently permitted in the areas you mention. With that in mind, we are meeting again this evening and would welcome the opportunity to have one of the commissioners sit down with you and explain the Commission's thinking on your concerns and how the combination of comp plan and zoning ordinance can and should work with each other to address your concern.

| July 25, 2019-[Attachment 2](#)

If you can't make the meeting this evening I would be happy to make arrangements for one of the commissioners to meet with you over a cup of coffee when convenient. Again, we appreciate your time and voice. Respectfully, tip stinnette

ATTACHMENT 4

TOWN HISTORY

INTRODUCTION

FOCUS AREA

TYPICAL PLAN ELEMENTS

IMPLEMENTATION

**HIRST EAST**

The eastern portion of the Hirst Road Corridor sits south of Hirst Road and north of North Maple Avenue. There are a few existing industrial businesses along North Maple Avenue, and the remainder of the area offers prime development opportunities in Purcellville. Across North Maple Avenue to the east is Loudoun Valley High School and the Purcellville Safety Center, and to the south and west are single-family and multi-family residential neighborhoods, as well as the W&OD Trail. The floodplain and riparian corridor of the south fork of Catoctin Creek pose both opportunities and challenges in developing this area.

**EXISTING AREA FEATURES**

- Current Zoning: C1-Office Commercial
- CM-1 Local Service Industrial
- Prime development opportunity
- Community gateway
- Adjacent to the W&OD Trail
- Existing tree canopy
- Catoctin Creek Floodplain

**COMMUNITY INPUT**

Participants in community engagement activities favored mixed-use development and parks and open space in this area. Commercial, industrial, and residential was also recommended in smaller frequencies. A few specific comments related to providing housing for elderly and young college graduates, potential assisted living near medical offices, and a desire to maintain the Catoctin Creek corridor as natural area.

**LOCATION MAP**



*The images shown represent the desired character of the Hirst East Area. Examples not from Purcellville show appropriate scale, and architectural detailing for potential development.*



Figure 135. Purcellville Community Center



Figure 136. A traditionally designed small format hotel that has good scale, detail, and character for something in this area of Purcellville.



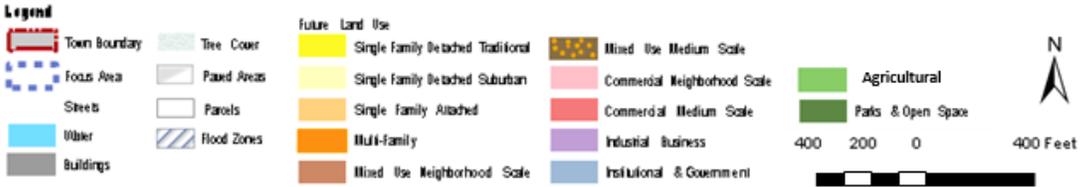
Figure 138. Existing rural trail along W.T. Druhan Jr. Boulevard, as example



Figure 139. Example new development with appropriate scale and character

Version 5.0 for Review | October 2018

### HIRST EAST FOCUS AREA MAP



#### GUIDING STATEMENT

*The Hirst East area offers significant development opportunities in Purcellville. It should be developed with green and open spaces, residential uses, as well as some commercial and office uses that are compatible with the Town's character.*

#### RECOMMENDATIONS

##### GENERAL

- Use the natural topography to provide trails and green space within the development while protecting the stream corridor.
- Use considerate site design and architecture, as well as landscape buffer, to transition from adjacent residential neighborhoods.
- Allow for senior housing, assisted living, and residential units.
- Consider mixed-use buildings with commercial, office, and residential uses.
- Require parking lots to be located to the side or rear of buildings.
- Require internal connectivity between drives, parking areas, and uses within each of the identified focus areas.

- Improve pedestrian and vehicular connectivity between Hirst Road and Maple Avenue.
- Make public improvements to the Hirst Road right-of-way including wide sidewalks and street trees.
- Consider redevelopment of existing industrial uses to create a more cohesive design that improves connectivity in this area and provides for higher utilization of architecture, density, and parking site planning.
- Limit curb cuts along Hirst Road to provide a pedestrian friendly environment.
- Conduct a study of the design and posted speed limits on Hirst Road.
- Enhance trail and connectivity to adjacent neighborhoods including trail connections between Chapman DeMary Trail and the W&OD Trails and support the build out of trails identified on the Pedestrian and Bicycle Trail Map on page 93.
- Update the Zoning Ordinance to require protection and maintenance of the stream corridor and waterway.

##### AREA 1

- Redevelopment with small or medium format buildings, with sufficient surface parking, compatible with the neighboring residential area.

##### AREA 2

- Redevelopment consistent with Industrial or lesser intensity uses with sufficient surface parking.

##### AREA 3

- Small to Medium Mixed-Use development, possibly including housing for seniors.

##### AREA 4

- This area is suitable for agriculture and/or open space use, preserving streams and other resources. Open spaces, parks, and trails should be designed as integral parts of any development in this area. Trails could be used to establish connections between neighborhoods and to enhance pedestrian and bicycle mobility.

W&OD Trail

TOWN HISTORY

INTRODUCTION