

February 7, 2019

**MINUTES
PLANNING COMMISSION REGULAR MEETING
FEBRUARY 7, 2019 6:00PM
TOWN HALL COUNCIL CHAMBER**

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

ABSENT:

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

CALL TO ORDER OF REGULAR MEETING:

Tip Stinnette, Chairman, called the Planning Commission Meeting to order at 6:00 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

None

PUBLIC HEARINGS:

None

PRESENTATIONS:

None

DISCUSSION ITEMS:

None

ACTION ITEMS:

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None

INFORMATION ITEMS:

Chairman Stinnette received an email from Patricia Kipfer regarding Comprehensive Plan to the Town Council.

Good Morning Mayor Frazer,

On December 20, 2018, the Planning Commission approved Resolution No. 18-12-03, officially "certifying" the "proposed" 2018 Comprehensive Plan for submission to the Town Council. As of today, Tuesday 2.5.19, it's been over a month since the plan was put into the Council's hands and I have yet to see any acknowledgement to the citizens of that event or the "status" of the Plan's movement through the TC. No mention in any Purcellville.gov "News Flashes" or "Hot Topics" updates or "Put Citizens First" emails. To me, this seems like the "best kept" secret in the Town and not keeping with the "transparency" promises to the citizens.

Like you, I have been actively following the development of the update to the Town's 2025 Comprehensive Plan. And after three plus years of work; countless changes; and several draft versions, I'm having a difficult time making sense of this fragmented, incomplete version. More importantly, I find it unconscionable and quite frankly disrespectful to the Governing Body of the Town of Purcellville, that on December 20, 2018 the Planning Commission would deliver a Comprehensive Plan that was accompanied by an "errata" sheet of changes that the Town Council must sort through and insert into the Plan to form a complete document.

Now I ask you, would a bank accept an incomplete business plan with an "errata" sheet from a loan applicant? NO! Would a board of General Officers accept an incomplete military plan for a major military operation with an "errata" sheet? NO! In both instances, the delivered document would have been returned to the submitter for completion.

Question: Why wasn't this Plan immediately returned to the PC for completion and re-submission? I would be embarrassed to present this incomplete plan for public comment. Aside from the "errata" changes the following is just one of the many examples of what I'm referring to:

The map of the proposed 2018 plan presented in the PowerPoint presentation to the Town Council on December 11, 2018, doesn't match the proposed map shown on the "errata" sheet. Further, there are several maps in the Supplemental Data that are referenced in the plan that should have accompanied the submission, but were not because the text and maps are inaccurate. I'm wondering why "these" plan shortcomings were not included on the "errata" sheet. I find this unacceptable and so should the entire Town Council.

I recently retired from LCPS and I'm always available to meet with you in open discussion. This plan is important to "me" as I had a vested interest since 2008. Lastly, I would appreciate it if you and all cc'd addressees would respectfully confirm back to me that you are in receipt of this e-mail. As always, I thank you for your time and consideration.

Respectfully,

Patti DiPalma Kipfer

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Chairman Stinnette response:

The reason the Planning Commission went with the errata sheet was to be mindful of tax payer dollars and to pay the consultant to make changes after Town Council review.

Mayor Frazer response:

Good Afternoon Ms. Kipfer;

I am in receipt of your email and acknowledge your stated concerns. Please be assured that each member of this Town Council (TC) is reviewing the draft Comprehensive Plan that was presented by the Planning Commission. As such, I anticipate detail feedback and no any rubber stamping when we are ready to advance TC discussion and decision on it.

With the understanding that the document was presented to us five days before Christmas and ten days before the New Year, our citizens have our commitment to completing our review and scheduling a public hearing to move this forward with the necessary velocity for their collective benefit. In the spirit of transparency we have made our citizens aware of the draft document and posted it online for 24/7 review and feedback in preparation for the public hearing. I'll also request that our Town issue another press release reminding citizens that the document is available on line for their review and input.

Patricia Kipfer response:

Thank you for your timely acknowledgement of my email of 2.5.2019

I want to emphasize that I, in no way, meant any disrespect to you personally.

The fact is since the PC Public Hearing on the plan back in July 2018; dissemination of information to the citizens regarding the status of the Comprehensive Plan has been sparse, at best. You are absolutely correct in that an incomplete "Version 5.1" of the plan and "errata" sheet were posted on the "Plan Purcellville" website on 1.24.2019 (after a "prodding" email to the Town staff). However, there's no explanation as to WHY the documents are posted, how the "errata" sheet is to be used, and no indication that citizen input is sought.

Sadly, the primary focus of my 2.5.19 email seems to have gone unrecognized. The fact still remains; the plan delivered to the Town Council is a "fragmented" version with an "errata" sheet that has a map that is different from the one presented to TC on 12.11.2018. The Proposed Changes to Land Use Map on the "errata" sheet is **WRONG! This map should be replaced with the 2018 Land Use Map presented to the Town Council on 12.11.2018.**

Further, there are also key maps in the "Supplemental Data" referenced in the plan which are also wrong. Yes, I understand there may be a cost associated with updating the maps; however, at the very least, the "errata" sheet should have identified each incorrect map with its page number...

Once again -- Why wasn't this Plan rejected and returned?

As stated in my 2.5.2019 email, I am available to meet with you and any of the TC Members for an open discussion on this matter.

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Mayor Frazer response:

Ms. Kipfer;

No offense taken, this is all welcome citizen comment and feedback to a document recommended by our Planning Commission, after years of hard work.

It is now TC's responsible to evaluate the input and feedback from you and other citizens to ensure the finish product is reflective of the prevalent desire of the community.

Chairman Stinnette asked Senior Planner, Andy Conlon, to make sure that the maps between what was presented to Town Council and what's showing on the errata sheet are consistent. Once the Town Council approves the Comprehensive Plan with edits, it will be sent back to the consultant for changes.

Town Manager, David Mekarski, stated staff has publicly advertised the public hearing for February 20, 2019 and coordinated with Town Attorney, Sally Hankins, to detail the strong narrative describing the plan, process and objectives. This included a map showing 3 parcels numbers that have been recommended for remapping based on the errata sheet.

CITIZEN COMMENTS:

None

COUNCIL REPRESENTATIVE'S REPORT:

None

PLANNING COMMISSIONER'S COMMENTS:

Commissioner's spoke about the Purcellville Gateway project and their public engagement meeting regarding the revisions to their site plan.

CHAIRMAN'S COMMENTS:

None

APPROVAL OF MINUTES:

- a) October 4, 2018 Regular Meeting
- b) October 18, 2018 Regular Meeting
- c) October 18, 2018 Work Session
- d) October 25, 2018 Work Session & Special Meeting
- e) November 1, 2018 Work Session
- f) November 29, 2018 Regular Meeting
- g) December 6, 2018 Regular Meeting
- h) December 20, 2018 Regular Meeting
- i) January 3, 2019 Regular Meeting

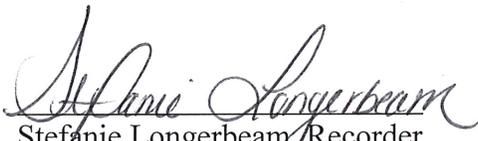
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Vice Chairman Stein made a motion to approve minutes October 4, 2018 regular meeting, October 18, 2018 regular meetings, October 18, 2018 work session, October 25, 2018 work session & special meeting, November 1, 2018 work session, November 29, 2018 regular meeting, December 6, 2018 regular meeting, December 20, 2018 regular meeting and January 3, 2019 regular meeting and waive reading.

Motion: Stein
Second: Paciulli
Vote: 7-0

ADJOURNMENT:

Immediately following this meeting, we will hold a work session in the Heritage Room with Consultant Mike Chandler to discuss the zoning ordinance. Commissioner Forbes made a motion to adjourn the meeting at 6:40PM.


Stefanie Longerbeam, Recorder


Tip Stinnette, Chairman

