

May 16, 2019



**MINUTES
PLANNING COMMISSION REGULAR MEETING
MAY 16, 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

STAFF: Patrick Sullivan, Director of Community Development
Andy Conlon, Senior Planner
Stefanie Longerbeam, Planning and Zoning Technician

ABSENT: Chip Paciulli, Planning Commissioner

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

<https://www.purcellvilleva.gov/ArchiveCenter/ViewFile/Item/5025>

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:

None.

COMMISSIONER DISCLOSURES:

None.

PUBLIC HEARINGS:

None.

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PRESENTATIONS:

None.

CITIZEN COMMENTS:

None.

DISCUSSION ITEMS:

Discussion of Potential Multi-family Development: [1:26]

An informal presentation by Greg White, Atlantic Real Estate Partners, concerning the possible development of the “Norbo Site” which is located just north of Norbo Dental, Ketocin Covenant Presbyterian Church and Mr. Print, and west of the former Shop ‘N’ Save. The proposal is for a three-story apartment building comprising 18 one-bedroom, 18 two-bedroom and 6 three-bedroom units surrounded by 78 parking spaces. These units would be priced at market rate. The Planning Commission brought up the following areas of concern:

- Parking does not seem to be entirely on Norbo Site property; a boundary line adjustment may be needed
- Traffic leaving the property to enter Main Street, especially turning left (East) and impact on Main Street traffic in general; consideration of alternative entrances and exits
- Detailed traffic analysis hasn’t been done; it will be if there is a formal application
- The land use in the current Comprehensive Plan (adopted 2006) is Mixed Use Commercial and in the new draft Comprehensive Plan it is Mixed Use Medium Scale; depending on when the application is formally presented, a Comprehensive Plan and a Rezoning may be required
- Developer thinking on affordable housing
- Three-story buildings may be too tall for the area
- Signs for the property located off-site would require a waiver
- Retention of trees on the property

Diagnostic Study for Zoning: [33:20]

Patrick Sullivan, Director of Community Development, stated Staff should be able to accomplish the diagnostic study in-house. The approach may be to put the features of the Comprehensive Plan that demand or require action into a matrix with existing Zoning Ordinances and identify the degree that those features are addressed in present zoning. When completed, the Planning Commission could work together with Staff to move this forward. This effort has already been started and may take three or four months to complete.

Planning Commission Review of Comprehensive Plan Updated Errata: [37:05]

A citizen identified as “Jimmy” corresponded with Chair Stinnette and pointed out a few items that needed to be corrected in the Errata Sheet; consequently, a correction has been made to the Errata Sheet referring to Page 34: to append the bulleted item “Rural Transition Focus Area” to the end of the list of 2018 Land Use Categories. Chair Stinnette stated after the adjudication of

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the Town Council's comments that will take place in September, a new Version 6.0 of the Comprehensive Plan incorporating all of those changes will be produced for the Town Council's Public Hearing.

Planning Commission Review of Public Hearing Notices: [39:30]

The 2006 Land Use and the 2018 Land Use maps were updated with new titles per the Town Attorney's request; these will be included in the advertisements for the Planning Commission Public Hearing. In an email to Chair Stinnette, the Town Attorney noted there is a certain amount of risk that the advertisement may not be as descriptive as the Commonwealth Code may seem to want, but Chair Stinnette said upon his re-reading of the advertisement copy, he was satisfied with the level of detail provided. After some discussion, the Planning Commission agreed that the advertisement appears to be adequate as written.

Planning Commission Review of Critical Path and Briefing: [54:35]

Chair Stinnette stated the Critical Path has not changed since that last copy was distributed. The only date certain in the Critical Path is the Planning Commission Public Hearing date of June 6, 2019; all other dates are subject to change. There was a change made to the briefing package in which the Downtown North map inset replaced an improper East Main map inset. The PlanPurcellville website should have the current Version 5.0 of the Comprehensive Plan on it along with the Errata Sheet, the Briefing package and the Critical Path document. Patrick Sullivan, Director of Community Development, expressed some concern that dealing with the Town Council comments on the Comprehensive Plan and incorporating them into a matrix for adjudication may be difficult. Chair Stinnette stated: (1) Commissioner Neham has volunteered to help with this process; (2) very few of the Council members will use the Word document for editing and most will supply their comments via handwritten notes; and (3) after the change matrix is built based on the Council members' comments, Council will adjudicate all of those comments in September. Chair Stinnette said he would try to push Council to try to get comments to Staff by the middle of August.

ACTION ITEMS:

None.

INFORMATION ITEMS:

None.

COUNCIL REPRESENTATIVE'S REPORT: [1:03:15]

Chair Stinnette reported: (1) Town Council is expected to work on their Comprehensive Plan comments during August and get them back to Staff; (2) there was quite a bit of concern about the debt issue associated with the utility rates; and (3) a concern about a garage on a property on K Street (a residential area) was being used for commercial purposes.

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CHAIR'S COMMENTS:

None.

PLANNING COMMISSIONERS' COMMENTS: [1:07:00]

Vice Chair Stein noted that regarding affordable housing, not all affordable housing is Section 8 housing. In Loudoun County, affordable housing is based on 80% of median income (about \$190,000 per year). Affordable housing shouldn't be a bad word, and we should recognize that this is about \$2,000 per month rent. If we do have the opportunity, the Town doesn't have any regulations that would require the provision of affordable housing, so it would have to be something that an applicant would have to offer or proffer. The 80% of median income affordability mark is set by the County, not the Town.

APPROVAL OF MINUTES: [1:12:15]

Commissioner Forbes made a motion to waive reading and to approve the minutes of the May 2, 2019 Planning Commission Regular Meeting. Seconded by Commissioner Bennett. Passed: 6-0-1.

OTHER BUSINESS:

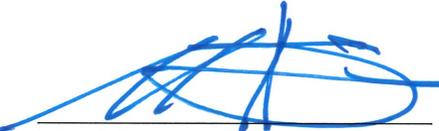
None.

ADJOURNMENT:

With no further business, Vice Chair Stein made a motion to adjourn the meeting at 8:16 PM, seconded by Commissioner Forbes. Passed: 6-0-1.



Ed Neham and Stefanie Longerbeam, Recorders



Tip Stinnette, Chair