

**PURCELLVILLE TOWN COUNCIL MEETING WORK SESSION
TUESDAY, FEBRUARY 23, 2021, 7:00 PM
VIRTUAL**

The meeting of the Purcellville Town Council convened at 7:00 PM virtually on GoTo Meeting.

COUNCIL MEMBERS PRESENT:

Kwasi Fraser, Mayor
Mary Jane Williams, Vice Mayor
Tip Stinnette, Council Member
Joel Grewe, Council Member
Ted Greenly, Council Member
Stan Milan, Council Member
Christopher Bertaut, Council Member

STAFF PRESENT:

David Mekarski, Town Manager
Sally Hankins, Town Attorney
Hooper McCann, Director of Administration
Sharon Rauch, Director of Human Resources
Chief Cynthia McAlister, Police Dept.
Elizabeth Krens, Director of Finance
Connie LeMarr, Assistant Director of Finance
Dale Lehnig, Director of Engineering, Planning & Development
Jason Didawick, Director of Public Works
Stacie Alter, Water Compliance Officer / Hydrogeologist
Andrea Broshkevitch, GIS & Special Projects Coordinator
Don Dooley, Director of Planning & Economic Development
Andy Conlon, Senior Planner
Diana Hays, Town Clerk/Executive Assistant
Kimberly Bandy, Deputy Town Clerk

CALL TO ORDER:

Mayor Fraser called the meeting to order at 7:00 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS/APPROVAL:

Council member Milan added discussion item 8g
Council member Bertaut added discussion item 8h
David Mekarski, Town Manager, requested to move 8f to 8a.

CONSENT AGENDA

- a. Approval of Meeting Minutes - March 18, 2020 Special
- b. Approval of Meeting Minutes - June 2, 2020 Special
- c. Approval of Meeting Minutes - June 3, 2020 Special
- d. Approval of Meeting Minutes - February 9, 2021

Council member Grewe made the motion that the Purcellville Town Council approve, with the amendments presented by Council member Bertaut, Consent Agenda, item 6a-d, as presented in the February 23, 2021 Town Council Meeting Work Session agenda packet. (**Carried: 7-0**, Greenly: Aye, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

CITIZEN/BUSINESS COMMENTS

Council member Grewe had a request from Tom Priscilla to read his comments into the record.

Council member Greenly had a request from Beverly Chiasson to add her comments to the minutes.

DISCUSSION/INFORMATIONAL ITEMS

- a. Davenport's Update on Refunding/Restructuring - Atlantic Union Proposal Table (Pg. 6 of Davenport & Co. 2/9/21 Presentation) to Reflect Projected Water Rate Increases from 2027 to 2038 and Projected Sewer Rate Increases from 2027-2040 (David Mekarski)**

Kyle Laux, Davenport, presented the information.

- b Presentation by Jacobs Engineering - Water Resource Study Conclusions (David Mekarski/Dale Lehnig) *(Presentation on file at the Clerk's office)***

Ed Fleischman, Jacobs Engineering, gave a presentation covering: Project Overview, Existing Water Supply, Water Demand Projections, Potential Water Resource Projects, Summary and Questions/Comments.

- c Red Flag Rules Annual Report (Connie LeMarr)**

Connie LeMarr, Assistant Director of Finance, updated Council of the Red Flag Rule and the Notary/In-Person requirement has been deferred since April 2020 due to COVID-19.

- d Town Council Feedback on Community Messaging and Awareness on Historic Overlay District Zoning Amendment from the Planning Commission (David Mekarski/Don Dooley)**

Mayor Fraser requested a consensus from Council to keep or not keep this item. The item was removed from Discussion Items.

- e Zoning Administrator Interview Schedule (David Mekarski)**

Mayor Fraser confirmed a special meeting would be held on Tuesday, March 9th at 6:00pm to hold two 30 minutes interviews.

- f Wireless Edge Status Questions Response: Attorney's Feedback and Schedule/Next Steps**

Sally Hankins gave report and will be preparing a table summarizing misalignments.

- g. Legislation Action That Extends Site Plan Deadlines**

Council member Milan gave the report.

- h. Making Meeting Minutes More Efficient**

Council member Bertaut gave the report.

Council member Bertaut moved to direct Town Staff to cease verbatim transcription of Town Council meeting minutes and to institute minutes recordation based on Roberts Rules of Order and to make the same recordation of minutes available to all Committees, Commissions, and Boards. (Carried: 7-0, Greenly: Aye, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

ACTION ITEM(S)

- a. **Schedule Joint Planning Commission and Town Council Meeting on March 18 to Review Historic Overlay District Zoning Amendment Ordinance; Agree to Hold Joint Public Hearing on April 13, 2021**

Don Dooley, Director of Planning & Economic Development gave the report.

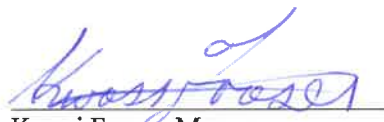
Council member Milan made a motion and a friendly amendment by Council member Stinnette was made that the single motion be divided into two parts. Mayor Fraser moved forward to have two motions.

Council member Milan moved that the Purcellville Town Council direct staff to schedule a joint Planning Commission and Town Council Meeting on March 18, 2021 to review the Historic Overlay District Amendment Ordinance. (Carried: 7-0, Greenly: Aye, Grewe: Aye, Bertaut: Aye, Stinnette: Aye, Williams: Aye, Milan: Aye, Fraser: Aye)

Council member Milan moved that the Purcellville Town Council direct staff to advertise a joint public hearing by the Planning Commission and the Town Council on the Historic Overlay District to be held on April 13, 2021. (Failed: 4-3, Greenly: No, Grewe: No, Bertaut: Aye, Stinnette: No, Williams: No, Milan: Aye, Fraser: Aye)

ADJOURNMENT

With no further business, Council member Grewe made a motion to adjourn the meeting at 10:08PM. and carried 7-0.



Kwasi Fraser, Mayor



Kimberly Bandy, Deputy Town Clerk

Hays, Diana

From: Grewe, Joel
Sent: Tuesday, February 23, 2021 7:18 PM
To: Hays, Diana
Subject: Fw: Proposed Historic Corridor Overlay changes

As promised, here is the text I read in. I believe you already have it somewhere, but just so you have it for the record.

Sincerely,

Joel D. Grewe
Town Council
Purcellville
(540)-751-8630
221 South Nursery Avenue
Purcellville, Virginia 20132



From: Joel Grewe
Date: February 20, 2021 at 9:41:32 AM EST
To: tom priscilla <tommasopacelli@gmail.com>
Subject: Re: Proposed Historic Corridor Overlay changes

Thank you Tom,

I'll ensure this is entered into the record.

Sincerely,

Joel Grewe
Wearer of many Hats
Sent from my iPhone

On Feb 20, 2021, at 9:31 AM, tom priscilla <tommasopacelli@gmail.com> wrote:

Please accept this email and place into the record my comments regarding the proposed changes to the Historic Corridor Overlay district under consideration by the Planning Commission and Town Council. Just for some background I have lived in Purcellville since 1990, served on the Planning Commission from 2002-2014, the Town Council from 2004-2014, Loudoun County Planning Commission

from 2017-2020, was an active member of the Purcellville Preservation Association from 1990 until 2014 - serving as President for about 10 years. From these experiences i have a fairly good point of reference about how the Town has evolved during the past 30 years and have actively worked to preserve much of the historical character of the Town during this time.

My experience from these perspectives and having read the information included in the recent meetings regarding this proposal, leads me to strongly OPPOSE the measure.

Additionally, the informational letter sent by the Planning Commision has some significant inaccuracies regarding the structures lost during the development of the balance of the Cole property. The farm proper was developed into what is now Kingsbridge subdivision in the mid-1980's to 1990's. The main structures which remained on the Cole property included the house - which was moved during the construction of the Gateway shopping center, the main barn - partially destroyed but balance moved and rebuilt, and the silo - dismantled and rebuilt. Having attended a walk through of the property prior to construction, the other "structures" were farm related storage buildings which had seen significant termite and water damage and were determined not to be salvageable for relocation or reuse. A small stone springhouse was disassembled and rebuilt at the entrance into the commercial entrance into Kingsbridge in the late 1980's. A simple review of the original development plans for Kingsbridge and the Gateway Shopping center could have eliminated such official and inaccurate assertions by the Town. Hopefully the Town can correct the information presented to the public as they move forward.

Sincerely,

Tom Priscilla

Hays, Diana

From: Beverly <bevmacdonald99@aol.com>
Sent: Saturday, February 20, 2021 7:59 AM
To: Planning Commission; Only Town Council
Cc: Beverly Chiasson
Subject: Cole Farm referenced in proposed letter

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning all,

Can someone clarify what structures were lost when the development of the Cole Farm occurred?

It was my understanding that the house was moved (I'm grateful as I have many fond memories playing in that home growing up) and the barn, per the contractually agreement, was moved. Unfortunately during excavation the silo was knocked down but was rebuilt.

There were several other smaller sheds and a milk processing building on the farm...are these what you are referencing? There were also "tenant" homes on the farm but those were torn down during the development of Kingsbridge (back in the 80's??). (Fun fact: My Mom taught some of the children that lived in these tenant homes).

Thank you....Love my memories of old Purcellville.....just trying to understand what the town is referencing.

Sent from my iPad

DRAFT per Planning Commission

1 of 2



PROTECTING PURCELLVILLE'S HISTORIC ASSETS

WHAT ...

The purpose of the Town's Comprehensive Plan is to guide and accomplish harmonious development which will best promote the health, safety and general welfare of its inhabitants. In community input sessions held during 2016, as part of the Comprehensive Planning process, the number one finding was: *The fundamental value that ties the input from the public together is a deeply held desire to protect the small-town character and community ... that make Purcellville unique ...*

In 2005, the Town created a [Historic Corridor Overlay District](#) to, in part, "encourage aesthetic treatment along the entrances to town to provide an attractive entry into the historic town core", but this did little to protect the Town's historic structures, many of which lie outside this corridor district. The corridor encompasses those properties that abut Route 7 Business, Route 287 and Route 690.

WHY ...

One of the principal features that contributes to Purcellville's small-town feeling is its number of older and well-preserved buildings. In a survey of historic properties done in 2007, Purcellville had 335 structures built before 1957 of which 275 (82%) were single family homes. Since then, **we have lost a number of these structures** to development, among which was the [Cole Farm](#) located where the Purcellville Gateway Shopping Center now stands.

HOW ...

The Planning Commission is proposing to enlarge the existing corridor district, turning it into the "Purcellville Historic District", that will **encompass all** of the Town's historic buildings. The **sole purpose** of this change is to extend the same demolition protections enjoyed by historic structures within the corridor district to all historic structures in Town. It would require that any property owner who wishes to demolish a historic structure submit an application to the Zoning Administrator and to appear before the Board of Architectural Review to justify the demolition and obtain permission to do so. This change **will not affect** changes in color, siding and roofing materials and the like, nor increase taxes.

The Planning Commission will be deliberating revisions to the existing ordinance to accomplish this purpose, with the goal of holding a Public Hearing jointly with the Town Council in the April 2021 timeframe.

Let Your Voice Be Heard:

- Send an email planningcommission@purcellvilleva.gov
- Attend a [virtual meeting](#): 1st and 3rd Thursdays of the month 7:00 PM



STAFF REPORT

INFORMATION/DISCUSSION ITEM

Item # 8.c.

SUBJECT: Town Council Feedback on Community Messaging and Awareness on Historic Overlay District Zoning Amendment from the Planning Commission (David Mekarski/Don Dooley)

DATE OF MEETING: February 23, 2021

STAFF CONTACT(S): David A. Mekarski, AICP, Town Manager
Don Dooley, Director of Planning & Economic Development

BACKGROUND:

As you all may be aware, the Planning Commission is working on an ordinance to expand Purcellville's Historic Corridor Overlay District to help preserve Purcellville's small town character and encourage the historic preservation of both historic and historic contributing structures. To that end, the Planning Commission has formulated a draft public notice to be included with the April 1 water bill (attached). The Planning Commission has suggested sending this two-page document out to all utility customers. It encourages all members of the public to voice their questions or concerns to the regular bi-monthly Planning Commission Meetings, which are scheduled the first and third Thursdays of each month. To ensure a more efficient work flow at Planning Commission Meetings, it would be suggested that citizens be encouraged to participate at a specific meeting(s) or special work session rather than any meeting.

As the Town Council has not deliberated this proposed ordinance either in a regular meeting or work session, Mayor Fraser has agreed to add this communication piece to the upcoming work session scheduled Tuesday, February 23 to determine whether the Council concurs with this communication strategy. I am concerned that a general document of this nature forwarded to all utility customers may raise more questions than provide answers or clarity on the proposed ordinance. Should the Planning Commission wish to communicate with the general public on this initiative and how it will benefit the overall character of our town, this document could be formatted for a general press release once it receives approval by both bodies.

My suggestion would be to hold off on sending a general piece of correspondence until both the Planning Commission and Council have a draft ordinance that both bodies have reached a consensus on. Following that consensus, my recommendation would be to send the proposed ordinance out to the only the specific owners of structures which would be directly impacted by the proposed historic corridor expansion.

ATTACHMENTS:

Hays, Diana

From: Ogelman, Nedim
Sent: Saturday, February 20, 2021 1:50 PM
To: Only Town Council
Cc: Planning Commission; Mekarski, David
Subject: Town Council Agenda Item #8.c regarding the Planning Commission
Attachments: Agenda Packet - February 23, 2021 Town Council Work Session.pdf

Town Council,

In my opinion, the Town Manager is grossly out of line and confuses fact with fiction in his report for Item #8.c. in your Agenda Packet (attached). He could have avoided the errors, overstepping, and confusion if he had reached out to the Planning Commission before submitting this item for inclusion on the Agenda.

I expect you are aware that the Planning Commission is working on an ordinance to expand Purcellville's Historic Overlay District to help preserve Purcellville's small town character and contributing historic structures, since that is stated clearly as a goal in the Comprehensive Plan (p.87, recommendation 1: "Consider amending the Town's historic zoning overlay district to be more inclusive of all historically contributing structures even in non-contiguous areas and entertain recommendations from relevant entities to expand recognition of historic assets within Town.") We have also come before Town Council several times to inform you of this.

The Planning Commission has not formulated a draft public notice to be included with the April 1 water bill or suggested sending the draft document the Town Manager included in the Agenda packet out to all utility customers. A member of the Planning Commission has formulated a draft insert and the **Planning Commission, with staff**, has discussed the idea of a variety of forms of public outreach during our public meetings. The Town Manager is portraying a draft discussion item as an imminent done deal.

I am disappointed that the Town Manager has chosen to send the Town Council an email about the Planning Commission without the courtesy of copying us. It crosses a line for the Town Manager to go behind the Planning Commission's back to tell the Town Council how he thinks the Planning Commission should conduct its meetings and do public outreach. By putting this item on the Town Council Agenda without discussing it with us, I feel that the Town Manager is portraying the Planning Commission as an irresponsible body on the verge of taking rash action. The Town Manager's assertions about actions taken by the Planning Commission are simply not true.

The Planning Commission has followed, and will continue to follow, all rules and procedures in eliciting public input, deliberating on zoning ordinance amendments, and providing its planning advice to the Town Council to the best of its ability.

From: Hays, Diana

Sent: Friday, February 19, 2021 3:37 PM

Subject: Agenda Packet - February 23, 2021 Town Council Work Session

The agenda packet for the February 23, 2021 Town Council Work Session has been posted on the Town's website.

Diana Hays, CMC

Town Clerk/Executive Assistant

540-751-2334