

**MEETING MINUTES
PURCELLVILLE PLANNING COMMISSION MEETING
THURSDAY, APRIL 15, 2021, 7:00 PM**

PRESENT VIA REMOTE PARTICIPATION:

Nedim Ogelman, Chair/Commissioner
Boo Bennett, Commissioner
Nan Forbes, Commissioner (late arrival 7:03PM)
Stosh Kowalski, Commissioner
Stanley Milan, Town Council Liaison
Ed Neham, Vice Chair/Commissioner
Chip Paciulli, Commissioner (late arrival 7:02PM)

ABSENT:

None

STAFF PRESENT VIA REMOTE PARTICIPATION:

Andrew Conlon, Senior Planner
Don Dooley, Director of Planning and Economic Development
Sally Hankins, Town Attorney
Dale Lehnig, Director of Engineering, Planning & Development
Kimberly Bandy, Deputy Town Clerk

CALL TO ORDER:

Chair Ogelman called the meeting to order at 7:00 PM and Vice Chair Neham led the Pledge of Allegiance. Vice Chair Neham reviewed the Speaking Guide.

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

None

CITIZEN COMMENTS (first opportunity):

Chair Ogelman read citizen emailed comments from Cheri Stark and Philip Ulanowsky into the record.

APPROVAL OF MINUTES:

a. April 1, 2021 Regular Meeting

Commissioner Forbes made a motion that the Planning Commission approve the minutes from the April 1, 2021 meeting and waive reading. The motion was seconded by Commissioner Kowalski and carried 7-0.

ACTION ITEM(S):

a. C-4 Zoning District Text Amendments (ZTA21-01, ZTA21-03, ZTA21-04)

Vice Chair Neham made a motion that the Planning Commission recommend approval of Ordinance 21-02-01; C-4 Zoning text amendments ZTA21-01, ZTA21-03, and ZTA21-04. The motion was seconded by Commissioner Forbes and a discussion commenced.

Commissioner Paciulli asked if staff's comments and adjustments would be discussed. Vice Chair Neham confirmed that the Planning Commissioners comments were addressed by staff to the Commissioner's satisfaction. Commissioner Paciulli raised concern for Issue 2: To avoid getting administrative difficulties caused by attics, basements, and spaces under gable roofs. It was determined that this would be addressed as a matter of definitions and be made clear in a future meeting. After a detailed discussion on this topic, Commissioner Paciulli withdrew his suggestion on this issue. No amendment was made.

The motion carried 7-0. Chair Ogelman confirmed that this would be forwarded to Town Council.

DISCUSSION ITEM(S):

a. Adjudication of RFP Statement of Work Comments/Recommendations

Vice Chair Neham will be sending out an updated spreadsheet to Commissioners after compiling received comments, proofreading, and then planning to move forward. Chair Ogelman confirmed with Town Attorney that this would not constitute a meeting when only Vice Chair receives comments.

Town Attorney referenced a section to reword in the SOW RFP and would make requested amendments and send to Vice Chair Neham by email.

b. Project Plan Review

Chair Ogelman will send out an updated Project Plan Review for review by the Commissioners; would not constitute a meeting. This Project Plan will be shared with Town Council.

c. Review of Q&A

Chair Ogelman conducted a straw vote to table this item and Commissioners agreed.

d. Review and Revision of Historic Overlay Zone Ordinance; Public Hearing Plan

Chair Ogelman suggested a straw vote to table this item and Vice Chair Neham requested to Town Attorney gave a short summary. Town Attorney shared the Public Hearing Plan was discussed at the last meeting and it was prioritized with other contracts and would be 6 weeks out that still stands. Director of Planning and Economic Development confirmed the Planning Commissioners consensus that if any parcel associated with a particular address has a historic resource on it, then all of the parcels associated with that particular address will be colored the same on the map.

PLANNING STAFF REPORT

a. Inquiries of interest to the Planning Commission

Chair Ogelman moved forward to the Council Representative's Report from the request of Vice Chair Neham because of the late hour.

COUNCIL REPRESENTATIVE'S REPORT: *(Commissioner/Council member Milan)*

Commissioner Milan gave the report that Town Council is working on a plan for opening the Aberdeen property for hunting and reviewing the budget.

CITIZEN COMMENTS *(second opportunity):*

Council member Grewe shared public feedback regarding the Planning Commission.

PLANNING COMMISSIONERS' COMMENTS:

Commissioners requested that citizens come forward for comments during Planning Commission Meetings.

ADJOURNMENT:

With no further business, Commissioner Milan made a motion to adjourn the meeting at 10:41 PM. The motion was seconded by Commissioner Bennett and carried unanimously.


Nedim Ogelman, Chair/Commissioner


Kimberly Bandy, Deputy Town Clerk

