

**MEETING MINUTES  
PURCELLVILLE PLANNING COMMISSION MEETING  
THURSDAY, JUNE 3, 2021, 7:00 PM  
TOWN HALL COUNCIL CHAMBERS**

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**COMMISSIONERS PRESENT:**

Nedim Ogelman, Chair/Commissioner  
Stosh Kowalski, Commissioner  
Boo Bennett, Commissioner  
Stanley Milan, Town Council Liaison  
Chip Paciulli, Commissioner  
Nan Forbes, Commissioner

**ABSENT:**

Ed Neham, Vice Chair/Commissioner

**STAFF PRESENT:**

Don Dooley, Director of Planning and Economic Development  
Sally Hankins, Town Attorney  
Kim Bandy, Deputy Clerk

**CALL TO ORDER:**

Chair Ogelman called the meeting to order at 7:00 PM and led the Pledge of Allegiance.

**AGENDA AMENDMENTS:**

None

**COMMISSIONER DISCLOSURES:**

None

**CITIZEN COMMENTS (first opportunity):**

Casey Chapman, 205 Hirst Road, Suite 106, referenced the agenda and requested that substance be included in the packet for each item so that he can provide relevant comments.

Chair Ogelman read email comments into the record from Gina Cotto, 20011 Pleasant Meadow Lane, who spoke against a five story building on 21<sup>st</sup> street.

The second email read was from Maria Kliman who disapproves of the building on 21<sup>st</sup> Street.

**APPROVAL OF MINUTES:**

**a. May 20, 2021 Regular Meeting**

Commissioner Kowalski made a motion that the Planning Commission approve the minutes from the May 20, 2021 meeting and waive reading. The motion was seconded by Commissioner Bennett and carried 6-0-1 absent.

**ACTION ITEM(S):**

None

**DISCUSSION/INFORMATIONAL ITEM(S):**

**a. C-4 Zoning District Text Amendments**

Commissioner Milan presented research to Council that the majority of the jurisdictions in the area follow the process of appeals via the Planning Commission and Town Council as a legislative action. Council will meet on June 8 to approve as written.

**b. Review of Final Historical Parcel Maps**

The information contained in the map was explained by Andrea Broshkevitch. The commissioners agreed to review the map with the goal of being ready for the public hearing at the next meeting.

**c. Draft Historical Overlay Zone District**

The ordinance has been revised to meet with the Comprehensive Plan, and references to historical resources have been included for consistency with commercial and non-commercial resources. The changes were highlighted for the Commissioners, and costs to citizens and new processes were discussed. Staff agreed to try to have the revised ordinance prepared for the next meeting. The commissioners discussed the role of the Board of Architectural Review in the review process.

**d. Draft Letter to Owners of Historic Properties**

Discussion took place about the letter from the Town Attorney going out to residents close to the same time as the public hearing ad is published in the newspaper.

**e. Choosing RFP Evaluation Committee Members**

Commissioners Forbes and Milan volunteered to serve on the evaluation committee.

**f. Project Plan Review, especially Historical Overlay Zone Ordinance**

Chair Ogelman will email an updated project plan to the commissioners.

**PLANNING STAFF REPORT**

**a. Inquiries of Interest to the Planning Commission**

No update.

**COUNCIL REPRESENTATIVE'S REPORT:**

Commissioner Milan stated the information was presented to Council and will be discussed at the June 8 meeting.

Staff reports should contain more information as background material and copies available in the commissioners mailboxes at Town Hall.

**CITIZEN COMMENTS (second opportunity):**

Casey Chapman, property owner in the C-4 district, spoke about concerns with the historic overlay draft. He requested that 141, 151 and 161 Hatcher Ave. not be included on the map.


**PLANNING COMMISSIONERS' COMMENTS:**

None

**ADJOURNMENT:**

With no further business, Commissioner Forbes made a motion to adjourn the meeting at 10:19 PM. The motion was seconded by Commissioner Bennett and carried.

  
Nedim Ogelman, Chair/Commissioner

  
Diana Hays, Town Clerk

