

**MEETING MINUTES
PURCELLVILLE PLANNING COMMISSION MEETING
THURSDAY, OCTOBER 21, 2021, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/142145>

PRESENT:

Nedim Ogelman, Chair/Commissioner
Mary Frances Bennett, Commissioner
Stanley Milan, Town Council Liaison
Chip Paciulli, Commissioner
Nan Forbes, Commissioner
Ed Neham, Vice Chair/Commissioner (Participated remotely from residence due to medical disability)

STAFF PRESENT:

Don Dooley, Director of Planning and Economic Development
Sally Hankins, Town Attorney (via remote participation)
Kimberly Bandy, Deputy Town Clerk

CALL TO ORDER:

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

CHAIR ANNOUNCEMENT

Chair Ogelman announced that Commissioner Kowalski resigned from Planning Commission in order to fulfill his new job requirements not allowing him to any longer participate as a member.

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

Council liaison Milan along with Chair Ogelman disclosed attending a Purcellville home owners meeting. At the meeting the Warfield Development Company reviewed a changed site plan for the 3 acres behind Harris Teeter to include 16-17 homes instead of the originally proposed 6. Council member Milan also shared that Town Council had passed a tax ordinance to transition to Loudoun County property tax billing program in January.

CITIZEN COMMENTS (first opportunity):

None

APPROVAL OF MINUTES:

a. September 9, 2021 Special Meeting

Commissioner Forbes made a motion that the Planning Commission approve the minutes from the September 9, 2021 Special Meeting that were included in the October 21, 2021 agenda packet and waive reading. The motion was seconded by Council liaison Milan and carried 6-0-0 absent.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Final Comments on Articles 14A, B, and C

Chair Ogelman showed appreciation for staff completing the work for this item. Vice Chair Neham shared that there was a minor modification to Article 14B: “principle building” was placed before the term “historic resource” further clarifying what is considered the main or principle use of the parcel.

Chair Ogelman reviewed each article’s intent starting with the 14A Historic Corridor Overlay District (HCOD) to remain and reading from the Comprehensive Plan:

...The historic corridor overlay district is intended to implement the Purcellville comprehensive plan goals of protecting the town's unique historical and architectural character, ensuring that new development is in keeping with the small-town character of Purcellville, encouraging aesthetic treatment along the entrances to town to provide an attractive entry into the historic town core, and promoting tourism and visitor opportunities through historic preservation and Main Street revitalization,...

Article 14B Historic Preservation Overlay Zone adds another layer outside of present layer, HCOD, to include additional properties not along the main arteries of town and 14C Demolition to discourage demolition of remaining historic areas.

b. Parcel Changes to HPOZ map

Chair Ogelman gave the report and the list had been reviewed by Commissioners and staff for qualifying parcels and the final map would be prepared for the upcoming public hearing. Staff would be sure the map be done in GIS to meet the proposed November 18th Planning Commission public hearing date.

A discussion amongst Commissioners and staff continued of the process followed by the Department of Historic Resources in identifying parcels through survey and listing historic areas and individual properties or landmarks. In the future, research of an updated survey would be pursued with plans of a continual process to be put in place to keep track of historic properties.

c. Project Plan Update, including Article 14 public hearing

Chair Ogelman reviewed proposed changes and updates to this document and requested any input pertaining to dates listed in the timeline. The discussion was regarding redrafting of 14A, B, and C in which was discussed during this meeting, the remapping HPOZ in GIS be done by November 1st by a consultant, the draft letter to affected property owners legally required with

proposed Articles 14 to be adopted with the public notice included to be reviewed by Commissioners and mailed by November 8th, the ad proof to the newspaper October 29th, public hearing on November 18th, and vote on December 2nd to send to Town Council. Mr. Dooley would provide to Commissioners the number of properties in the Historic Corridor Overlay District (HCOD) and the Historic Preservation Overlay Zone (HPOZ). ~~There was a discussion between the Town Attorney and Commissioners on parcels included in both overlay zones (HCOD and HPOZ) having to comply with both sets of regulations and how that criteria applies. It was decided to bring forth this discussion to Town Council.~~ There was a discussion between the Town Attorney and the Commission concerning whether a parcel could be in HCOD and HPOZ, or whether the zones are mutually exclusive. The Town Attorney argued that a parcel could be in both the HCOD and HPOZ. The Commission believes that a parcel maybe in either the HCOD or HPOZ, but not in both simultaneously. The Town Attorney said she would raise the issue at the next Town Council meeting.

ACTION ITEMS:

a. Vote on “rules” for including properties in HPOZ

Vice Chair Neham gave the report on codifying in HPOZ with a set of rules to follow and those were displayed on screen.

“The Town will include properties in the Historic Preservation Overlay Zone (HPOZ)

IF THEY ARE:

Located in Purcellville outside the Purcellville Historic Corridor Overlay District (HCOD).

AND THEY ARE:

Identified by the Virginia Department of Historic Resources (DHR) or National Register of Historic Places (NRHP) as containing a structure contributing to a DHR/NRHP-listed historic district (such as the Purcellville Historic District or Goose Creek Historic District);

OR

Individually listed by DHR/NRHP;

OR

The Town Council chooses to recognize a property as a historic resource through the proper legislative process.

The Town and individuals need to work through the DHR process for getting individual properties listed and districts listed/adjusted, whether it involves the African American Architectural History properties that are not presently listed as contributing in DHR or presently listed and probably should not be. The Town's rules above should remain consistent. If a property meets the criteria above, they should be brought into the HPOZ.”

Chair Ogelman conducted a straw vote amongst Commissioners that they agreed upon these findings and that they are in favor of these two districts being separate.

PLANNING STAFF REPORT:

a. Status of Zoning Ordinance Consultant Selection

Mr. Dooley gave the report that the Board of Architectural Review (BAR) approved CDA21-02 for building design of 6200 sq ft+ on 210 Shephardstown Court, lot 12 of Mayfair Industrial Park, update on Bia Kitchen discussion item was placed before BAR in regards to exterior changes and communicating with staff, and there should be more information to share with Planning Commissioners on choosing a Consultant.

b. Inquiries of Interest to the Planning Commission

Commissioner Bennett brought forth regarding the 14th Street and E Street area demolition and a County building in replacement of this house. Also a question regarding Stephens Lane was brought forth. Mr. Dooley was unaware of this demolition and needed time to research. He explained that Stephens Drive was a code enforcement issue.

COUNCIL REPRESENTATIVE'S REPORT:

No further updates.

CITIZEN COMMENTS (second opportunity):

Casey Chapmen, 205 Hirst Road, had comments in not being in favor of the ordinance changes. Carol Luke, 320 S. Maple, made comment on infill of the town.

PLANNING COMMISSIONERS' COMMENTS:

Vice Chair Neham recognized Commissioner Kowalski for all his efforts while a member of the Planning Commission and noted the by-laws state that at the next meeting there will be a process of new appointments of the Chair and Vice Chair.

SUMMARY OF SIGNIFICANT DISCUSSION WITH NEXT STEPS:

Chair Ogelman summarized the following: 1.) Commissioners are in agreement of Articles 14A, B, and C and going forth with Project Plan, 2) November 4th review letter to owners of properties in the new HPOZ, 3.) Deadline of October 29th with fall back date of December 1st of advertisement for public hearing on November 18th to be sent to the newspaper, 4.) Two zones would remain being separated, 5) Mayfair Industrial Park addition, 6) Bia Kitchen being discussed, 7) New development near 20th Street and E Street, 8.) Consultant selection would be updated in early November.

ADJOURNMENT:

With no further business, Commissioner Forbes made a motion to adjourn the meeting at 9:05 PM. The motion was seconded by Commissioner Bennet and carried unanimously.


Kimberly Bandy, Deputy Town Clerk


Nedim Ogelman, Chair/Commissioner

