

**MEETING MINUTES  
PURCELLVILLE PLANNING COMMISSION MEETING  
THURSDAY, DECEMBER 2, 2021, 7:00 PM  
TOWN HALL COUNCIL CHAMBERS**

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Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/148937>

**PRESENT:**

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

**STAFF PRESENT:**

Don Dooley, Director of Planning and Economic Development  
Sally Hankins, Town Attorney (via remote participation)  
Diana Hays, Executive Assistant/Town Clerk

**CALL TO ORDER:**

Chair Forbes called the meeting to order at 7:01 PM and led the Pledge of Allegiance.

**AGENDA AMENDMENTS:**

None

**COMMISSIONER DISCLOSURES:**

None

**CITIZEN COMMENTS (first opportunity):**

None

**APPROVAL OF MINUTES:**

- a. October 21, 2021 Meeting**
- b. November 4, 2021 Meeting**
- c. November 18, 2021 Meeting/Public Hearing**

Council member Ogelman made a motion to defer the October 21, 2021 minutes to the next meeting to allow staff time to revise the last sentence under discussion item c. The motion was seconded by Commissioner Bennett and carried 6-0.

Council member Milan made a motion that the Planning Commission approve the minutes from the November 4, 2021 minutes and waive reading. The motion was seconded by Commissioner Ogelman and carried 6-0.

Commissioner Ogelman made a motion that the Planning Commission approve the minutes from the November 18, 2021 minutes and waive reading. The motion was seconded by Commissioner Bennett and carried 6-0.

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

**a. Review of November 18, 2021 Public Hearing**

Commission Ogelman proposed an edit to Doreen Hope's comments under 7d: "not true – all of the properties identified in the HPOZ are listed as contributing to a recognized historic district or are individually listed by the Commonwealth of Virginia of the United States."

Letter from Ami Neiberger: (paragraph 2) Commissioner's response: "the demolition by neglect provision about which she is speaking is in the existing ordinance and not part of the amendment."

Letter from Leigh Ann Tetters: (last sentence as a comment) Commissioner Ogelman's comment: "We are working with properties stated by the Commonwealth and Nation that have been deemed contributing, and the law does not allow the Town to discourage demolition on anything but those historic properties."

The Commissioners discussed the definition section of the Zoning Ordinance.

The Commissioners determined that comments from the first and second public hearings be compiled and transmitted to the Town Council. The Town Clerk's office will pull comments and compile for the Commissioners as well as any GoTo Meeting transcripts that may be available.

**b. Project Plan Update**

No updates to the plan but the charted path is currently being followed.

**ACTION ITEM:**

**a. Planning Commission Recommendation to the Town Council to Amend Article 14A and Proposed Article 14B and Article 14C Under Zoning Code Amendment 2021-05**

Commissioner Ogelman made a motion that the Planning Commission recommend to the Town Council:

1. Approve of Zoning Code Amendment 2021-05 to amend Article 14A, as drafted, and
2. Adopt Article 14B, as drafted, and
3. Adopt Article 14C, as drafted and Section 6 as amended; and

Transmit to the Town Council the public comments received by the Planning Commission throughout this process as well as the cover letter that was prepared to go with this packet, as amended; and

Incorporate the changes discussed to the cover letter and direct staff to make the changes to article 14C Section 6 to reflect the language from Virginia Code Section 15.2-2306 Subsection A.3.

The motion was seconded by Council member Milan and carried 6-0.

**PLANNING STAFF REPORT:**

**a. Status of Zoning Ordinance Consultant Selection**

A meeting has been scheduled for Tuesday with the consultant. The consensus was to divide the project into two phase – diagnostics followed by the rewrite. The diagnostic is expected to take 2-3 months.

**b. Inquiries of interest to the Planning Commission (upcoming presentations, applications, permits, etc.)**

Bia Kitchen is scheduled for a special meeting of the Board of Architectural Review on December 8.

**COUNCIL REPRESENTATIVE REPORT:**

Town Council has had two budget work sessions for the upcoming fiscal year.

**CITIZEN COMMENTS (second opportunity):**

None

**PLANNING COMMISSIONERS' COMMENTS:**

None

**SUMMARY AND NEXT STEPS/NEXT MEETING:**

Chair Forbes summarized that the minutes from November 4 and 18 were approved, October were deferred. Reviewed the November 18 Public Hearing transcript prepared by Commissioner Neham and made some edits to comments to be forwarded to Council. The project plan is on track. Edits were made to Article 14C and passed a motion to forward Articles A,B, C to Town Council for consideration along with a letter. The consultant for the Zoning Ordinance should be on board soon.

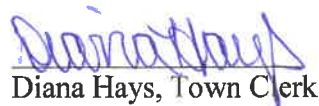
The next Planning Commission meeting will be held on December 16th.

**ADJOURNMENT:**

With no further business, Commissioner Ogelman made a motion to adjourn the meeting at 9:58 PM. The motion was seconded by Commissioner Bennett and carried 6-0.



Nan Forbes, Chair/Commissioner



Diana Hays, Town Clerk

