

**MEETING MINUTES
PURCELLVILLE PLANNING COMMISSION MEETING
THURSDAY, APRIL 7, 2022, 7:00 PM
TOWN HALL**

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/158267>

PRESENT:

Nan Forbes, Chair/Commissioner
Mary Frances Bennett, Vice Chair/Commissioner
Stanley Milan, Town Council Liaison
Ed Neham, Commissioner (arrived 7:06 PM via remote participation)
Nedim Ogelman, Commissioner
Carol Luke, Commissioner

ABSENT:

Chip Paciulli, Commissioner

STAFF PRESENT:

Don Dooley, Director of Planning and Community Development
Sally Hankins (remote)
Diana Hays, Town Clerk/Executive Assistant
Heather Spadaccini, Planning Operations Coordinator

CALL TO ORDER:

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

COMMISSIONER DISCLOSURES:

None

AGENDA AMENDMENTS:

None

CITIZEN COMMENTS (first opportunity):

None

APPROVAL OF MINUTES:

a. Approval of Minutes – March 17, 2022

Commissioner Ogelman made a motion that the Planning Commission defer approval of the from the March 17, 2022 minutes. The Commissioners requested additional information be added under the discussion item pertaining to ZoneCo. The motion was seconded by Commissioner Luke and carried 6-0-1 absent.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Discussion of the outcome of the joint Town Council/Planning Commission Meeting held on April 29, 2022 including tasks given or suggested by the Town Council

The Commissioners reviewed the items marked Substantial in the matrix.

Item 2 – Commissioner Ogelman proposed that PC steering committee contact ZoneCo to get clarity and alignment on critical change issues the PC identified and Zoneco responded to during its meeting with TC and PC., especially items 2, 27 and 28 on the spreadsheet to articulate the position that PC is concerned that any proposed zoning changes in the R-2 & R-3 areas in the Comp Plan stay in their current configuration. The Commissioners agreed unanimously.

Item 5 – Commissioner Neham made the statement verbally and also delivered via email that “Transportation can be affected by changes in uses encouraged by the zoning ordinance as would be parking and walkability. We request a statement from ZoneCo that gives some clarity on what their thinking is in this regard.”. The Commissioner agreed unanimously.

Item 9 – Chair Forbes proposed that Zoneco address what the zoning will be for mixed use neighborhood scale & they don’t understand PDH. The Commissioners agreed unanimously.

Item 12 – No further discussion.

Item 14 – No further discussion.

Item 19 – No further discussion.

Item 20 – Chair Forbes proposed that Zone Co clarify which code they’re talking about: County or Town. The Commissioners agreed unanimously.

Item 21 – No further discussion.

Item 22 – Chair Forbes proposed ZoneCo give this issue the weight it is given in the Comprehensive Plan and look at it in specific designated areas but not to use it as a tool to modify already existing residential areas such as R-2 and R-3. The Commissioners agreed unanimously.

Item 26 – No further discussion.

Item 29 – Chair Forbes proposed that there should not be an emphasis on pedestrian experience in that area and to ask ZoneCo where in the Comp Plan does it suggest that parking needs to be changed in this area. The Commissioners agreed unanimously.

Item 30 – Please explain further why improving walkability in the old town would require infill development. Ogelman – how would infill conform to the Comprehensive Plan. The Commissioners agreed unanimously.

Item 33 – No further discussion.

Item 36 – Commissioner Ogelman proposed clarifying what defines walking distance in the core town is. The Commissioners agreed unanimously.

Item 38 – No further discussion.

Item 44 – No further discussion.

Item 8 – Commissioner Milan suggested circling back around to 14A, B, and C on the historic overlay. Commissioner Ogelman suggested asking ZoneCo for their perspective on how to address this issue. The Commissioners agreed unanimously.

Item 1 – Commissioner Ogelman proposed asking ZoneCo to interpret the police powers as defined and used as broadly as our Comprehensive Plan. The Commissioner agreed unanimously.

b. Discussion of zoning ordinance work items resulting from the joint Town Council/Planning meeting and division of labor

The Commission will ask staff to adjust information received from County on vacant areas in town, where they are and how they are zoned.

Whether or not ZoneCo should increase by-right uses and leave out the uses that are not permitted.

Chair Forbes proposed to ZoneCo we do not need further edits with regards to height restrictions. The Commissioners agreed unanimously.

Chair Forbes proposed that ZoneCo address small and micro lots and what regulations can be implemented in order to handle them appropriately and efficiently. The Commissioners agreed unanimously.

Commissioner Neham talked about the micro meeting held with staff and two Planning Commissioners and felt the meeting was positive and asked about holding more of these in the future.

The Commissioners discussed holding regular meetings and/or work sessions and decided to add this to the next meeting agenda.

c. Review of 2021 Annual Report

Commissioner Ogelman made a motion to approve the Annual Report in accordance with Article 15.2-2211 of the Code of Virginia. The motion carried 7-0.

ACTION ITEM(S):

None

PLANNING STAFF REPORT:

a. Zoning Ordinance Rewrite Project

Don Dooley provided an overview of the upcoming schedule as it pertains to the Zoning Ordinance rewrite.

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

Staff spoke with owners of the shopping center on the NE Corner of Main and Maple in regards to developing up to a 20,000 sq. ft. medical building and a 4,500 sq. ft. building pad for a restaurant, possibly with a drive through, which would require a Special Use Permit.

Staff is working with applicants of the Montessori School on Main Street who have submitted a traffic study and site plan for review.

Staff is working with Patrick Henry College on their dormitory application. Working to develop through their proffers there is a requirement to mitigate traffic with no specific timeline. Staff is working with the college on a traffic study.

The Axe Bar to be located above Monk's has submitted paperwork for interior improvements.

COUNCIL REPRESENTATIVE REPORT:

Council member Milan referenced the joint meeting with the Planning Commission and the special budget work session.

CITIZEN COMMENTS (second opportunity):

None

PLANNING COMMISSIONERS' COMMENTS:

(9:49 PM) Commissioner Bennett read a statement into the record.

SUMMARY AND NEXT STEPS/NEXT MEETING:

Chair Forbes Considered some of the issues that came up tonight in how future meetings will be conducted – regular meetings and work sessions- as well as offered thoughts on the best ways to communicate to the citizens and to Town Council.

The next Planning Commission meeting will be held on April 21, 2022.

ADJOURNMENT:

With no further business, Commissioner Milan made a motion to adjourn the meeting at 9:50 PM. The motion was approved unanimously.



Nan Forbes, Chair/Commissioner



Diana Hays, Town Clerk/Executive Assistant

