

**MEETING MINUTES  
PURCELLVILLE PLANNING COMMISSION MEETING  
THURSDAY, JUNE 16, 2022, 7:00 PM  
TOWN HALL**

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Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/175771>

**PRESENT:**

Nan Forbes, Chair/Commissioner  
Mary Frances Bennett, Vice Chair/Commissioner  
Stanley Milan, Town Council Liaison (via remote participation, out of country)  
Ed Neham, Commissioner (via remote participation, arrived at 7:10pm)  
Nedim Ogelman, Commissioner (late, arrived at 7:05pm)  
Chip Paciulli, Commissioner  
Carol Luke, Commissioner

**STAFF PRESENT:**

Don Dooley, Director Planning and Community Development  
Heather Spadaccini, Planning Operations Coordinator  
Diana Hays, Town Clerk (for Town Council portion of meeting)

**CALL TO ORDER:**

Chair Forbes called the meeting to order at 7:02 PM and led the Pledge of Allegiance.

**COMMISSIONER DISCLOSURES:**

None

**AMENDMENTS:**

None

**CITIZEN COMMENTS (first opportunity):**

Casey Chapman, CaseCo 205 E. Hirst St. took the opportunity to support & listen to County presentation/proposal for Fields Farm property and is eager to see how town/county come to an agreement to take advantage of an unused area of town. As a local business owner, he runs 2 businesses in town and said that voice of business should be heard and that more citizens should attend and have their voices heard. He spoke to negative comments made about him and his business ventures. Mr. Chapman requested that all options be given a fair chance to be presented in terms of smart growth.

**APPROVAL OF MINUTES:**

**a. June 2, 2022 regular meeting minutes**

Deferred minutes to next meeting as Planning Commission will provide edits. Commissioner Ogelman made a motion that the approval of the minutes from the June 2, 2022 meeting be deferred, Vice Chair Bennett seconded the motion and it was passed unanimously 6-0.

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

**a. Overview of Land Development Applications Submitted to the Town by Loudoun County**

David Mekarski gave a short introduction to the project, which is alternately called the W. Loudoun Projects, W. Loudoun Park and Ride or Field's Farm Commuter Lot and Recreation Fields, and presented a PowerPoint that was prepared by the County back in 2018 to socialize the elements (show the amenities/benefits) of the project. This was the conceptual phase of the project, so changes have been made since this initial presentation. Loudoun County's initial request is to have the zoning of the project area designation amended from X/Transition to IP/Institutional Public. The zoning applications associated with the request are named **RZ20-01, SUP20-01, SUP20-02, CP20-01 & CP20-02**. Commission Ogelman expressed his concerns about the benefits/negatives of the cost associated with this project and of the impact to surrounding areas in relation to the current zoning ordinances. The Planning Commission & Vice Mayor Stinette expressed concern about the very tight 30 day timeline to get to the approval stage for the rezoning request by the County. Chair Forbes asked Loudoun County Deputy Director of Transportation and Capital Projects Nancy Boyd what the actual federal funding timeline is for this project that necessitates such a tight timeline. Deputy Director Boyd replied that the federal funding deadline isn't a major issue but rather it's a smaller portion of a greater need by the County to get this project underway this summer.

Mark Hoffman of Loudoun County presented a Power Point presentation jointly to the Town Council and Planning Commission giving an overview of the land development applications submitted to the Town in regards to the development of the Field's Farm area for a commuter parking lot and recreation fields as well as showing how the applications are supported by approved transportation projects awaiting construction, to show the construction schedule and sequencing of the interrelated projects and the amenities it will contain. The Commuter Lot will consist of approximately 250 parking spaces, bus shelters, bus racks, electric car charging stations, and is going to replace the leased lot on Hirst Rd. Fields Farm Park will consist of 3 new rectangular fields, 3 new baseball/softball diamonds, athletic field lighting, restrooms/concessions/pavilions and parking areas. Funding for the recreation field project is through Loudoun County, not the federal government. Mr. Hoffman took questions from the Town councilors and Planning commissioners regarding lighting, the multiuse path, the Planning Commission's part in the process & what data the Planning Commission can expect to get from the County before the Public Hearing in two weeks. Chair Forbes stated that a public hearing in two weeks is premature as it won't give the Planning Commission sufficient time to go over all of the necessary documentation. Mayor Fraser then asked Town Council what they think about the public hearing timeline to which Vice Mayor Stinette said more time is needed to create a more realistic timeline. Councilor Rayner agreed with this sentiment and Councilor Grewe dissented as he believes this project is on an equal standing as the other projects the Planning Commission is working on. Councilor Bertaut agreed with Mr. Grewe and there was no comment from Councilors Milan or Williams (both attended the meeting virtually). Town Council passed a motion that the Planning Commission needs to come back with a timeline after looking at the artifacts (documents) provided this evening. Mayor Fraser requested on behalf of the Town

Council that Mr. Hoffman bring a request to the Board of Supervisors to get started on the new access road to/from Woodgrove High School ASAP as its completion is a major safety concern and it needs no Planning Commission or Town Council approvals or consideration. Mr. Hoffman stated that that is what is happening at this point.

Following the presentation there was a question/comment period where Commissioner Paciulli expressed concern about the prospective impact to the environment across the street from the proposed project. Commissioner Ogelman asked what Town Council's priorities are for the Planning Commission since ZoneCo's zoning ordinance rewrite is very important because the Town is paying a consultant and has a deliverables timeline. Town resident Mr. Dan Carvill of 224 Aspsley Terr spoke on the need for major safety improvements on Mayfair Crown Rd (which is located right next to where the project will be sited) as it has never been addressed. He stated that as a parent he is terrified since there's only a sidewalk on one side of the street (the other side is a ditch), there is poor lighting and only a single crosswalk as well as a playground in the development and over 100 children. He asked for the County's and the Town's help to solve these pressing safety issues. Town Manager Mekarski said that it will be addressed immediately. A motion to end Town Council portion of meeting was presented by Mayor Fraser at 9:27pm and passed unanimously. The Planning Commission portion remained open as there was more business to tend to. After the Town Council portion of the meeting was adjourned, Chair Forbes told the County that they can feel free to free up June 30<sup>th</sup> as the Planning Commission won't have enough time to prepare for the scheduled Public Hearing.

**b. Planning Commission's feedback regarding Loudoun County's Zoning Ordinance update**

The Commission discussed feedback they wished to submit to Town Council regarding Loudoun County's zoning ordinance update using Power Point slides from the May 2, 2022 Public Engagement Meeting held at Woodgrove HS as a general guide. Chair Forbes asked if staff should ask someone from county to come into a future meeting and answer Planning Commission questions regarding the County zoning around Town. The deadline to submit comments to Loudoun County regarding the zoning rewrite is July 18<sup>th</sup> and must be submitted online through the portal they've created. Director Dooley said that he will request that the County to provide a memorandum to explain the high points of what's happening zoning-wise around the perimeter of town limits. He stated that email is most efficient but will ask if someone can come in. Commissioner Ogelman said he has a hard time believing that the citizen input deadline includes Town organizations as well. The Planning Commission asked Mr. Dooley to submit an email to request a County response regarding County zoning around the town boundaries so they can have a substantive conversation regarding these questions. Commissioner Neham stated that he wants not just a memo but also maps for all properties touching Town lines. Mr. Dooley stated he will try his best to get a County response for next regular meeting on July 7, 2022.

**c. Review and adjudicate ZoneCo calibration tables for existing and proposed zoning districts**

Chair Forbes asked if the commissioners would like to defer the discussion given the late hour. Commissioner Ogelman suggested using the special meeting time on June 30 to discuss this topic to which Vice Chair Bennett agreed as did Liaison Milan. Commissioner Neham agreed & took a moment to briefly explain what the updated matrix contains (spreadsheet w/ one tab for each focus area, is laid out by ZoneCo attributes, each focus area is broken down by attribute then by person assigned) . Mr. Neham also took this opportunity to acknowledge Mr. Dooley for filling in the most blocks. The Commission voted on a motion presented by Mr. Ogelman to hold a Work Session on June 30<sup>th</sup> in place of the Special Meeting previously scheduled. The motion was seconded by Commissioner Luke and carried unanimously 6-0. Mr. Dooley said he will check with Town Attorney Hankins to make sure the meeting designation is correct. There was a brief discussion as to whether a work session requires minutes to be taken to which Commissioner Ogelman said he wanted minutes taken as it will still be a Planning Commission meeting. There was also a brief discussion regarding parking lot standards and their place in the zoning ordinance rewrite.

**ACTION ITEM(S):**

None

**PLANNING STAFF REPORT:**

Mr. Dooley stated that Guidepost Montessori was going back before BAR on June 21<sup>st</sup>, that the The Shoppes at Main & Maple BAR application submittal for development of the 20K sq ft medical building is under review. He also stated that Patrick Henry College got its zoning permit and that the project is now going out to bid for construction of new dorms though still about 2-3 years out (PHC can now go to county for building permit). Vice Chair Bennett questioned the rumor that someone is buying White Palace. Mr. Dooley stated that he isn't aware of any purchaser though he has heard that there might be interested parties.

**COUNCIL REPRESENTATIVE REPORT:**

None as Liaison Milan left the meeting early.

**CITIZEN COMMENTS (second opportunity):**

Casey Chapman, CaseCo 205 Hirst Rd., commended Commissioner Neham and all of his hard work on the ZoneCo matrix and concurred w/ Commissioner Paciulli that the zoning ordinance needs to address information that hasn't been tackled as of yet. Mr. Chapman also stated that he's pro-zoning ordinance but doesn't believe that it needs to be super long and that the Planning Commission should consider adding things to the zoning ordinance as opposed to just taking things away.

**PLANNING COMMISSIONERS' COMMENTS:**


Mr. Paciulli read an email he sent to Chair Forbes & Mayor stating that he will not consider another term w/ Planning Commission as he wants to chart a new path for himself and can't predict his schedule and attendance at subsequent meetings given upcoming happy family events. He also stated that he will willingly step down now if the Planning Commission finds it appropriate since he will be absent from numerous meetings this summer. The Planning Commission didn't make a motion though they thanked Mr. Paciulli for his ongoing service to the Planning Commission and offered their congratulations.

**NEXT STEPS:**

The Planning Commission will defer the approval of the minutes from the June 2<sup>nd</sup> meeting until July 7<sup>th</sup> to allow for needed edits and Mr. Dooley will attempt to pull together some information regarding the Loudoun County zoning ordinance. The Planning Commission will consider the review and adjudication of the ZoneCo calibration tables at a work session/special meeting on June 30<sup>th</sup>.

**ADJOURNMENT:**

With no further business, Commissioner Ogelman made a motion to adjourn the meeting at 10:45 PM. The motion was seconded by Vice Chair Bennett and carried 6-0.

 July 7, 2022  
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Nan Forbes, Chair/Commissioner

  
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Heather Spadaccini, Planning Operations Coordinator