

**MEETING MINUTES
PURCELLVILLE PLANNING COMMISSION SPECIAL MEETING
THURSDAY, JUNE 30, 2022, 7:00 PM
TOWN HALL**

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/176550>

PRESENT:

Nan Forbes, Chair/Commissioner
Mary Frances Bennett, Vice Chair/Commissioner
Stanley Milan, Town Council Liaison
Ed Neham, Commissioner (via remote participation due to medical issue)
Nedim Ogelman, Commissioner
Chip Paciulli, Commissioner
Carol Luke, Commissioner

STAFF PRESENT:

Sally Hankins, Town Attorney (via remote participation)
Don Dooley, Director Planning and Community Development
Heather Spadaccini, Planning Operations Coordinator

CALL TO ORDER:

Chair Forbes called the meeting to order at 7:05 PM and led the Pledge of Allegiance.

AGENDA AMENDMENTS:

None

CITIZEN COMMENTS:

Casey Chapman, CaseCo, LLC 205 Hirst Rd, took his time to encourage the PC to consider how their decisions will affect future uses in Town and how they will affect revenue, taxes, etc. He also encouraged residents and businesses to be engaged in the zoning ordinance rewrite process.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Deliberations concerning Loudoun County's existing & proffered zoning around Purcellville

Director Don Dooley started the discussion by speaking to the Planning Commission of an email dated June 28th that he had received from Loudoun County's Judy Birkitt and previously forwarded to the Planning Commission regarding Loudoun County's proposed zoning changes/updates and how they could affect future density. Loudoun County stated in the email that it isn't looking to change much in the way of zoning so much as changing name designations with the exception of a potential County site that could be used as the location of a future data

center. Commissioner Ogelman stated that the current zoning is a social contract and that he would prefer to leave things as they are given that W Loudoun is rural by design and the citizens of Purcellville have stated that they'd like it to stay that way. Commissioner Paciulli stated that there is a stream along the property line where a future data center might go which could potentially cause future flood plain issues. Commissioner Ogelman asked Mr. Dooley who's asking for the changes in zoning and if the variation in lot size was to allow for denser development. Mr. Dooley stated that he's not sure as he hasn't gotten to that level of detail with Ms. Birkitt/Loudoun County but that he was informed in the email that the changes being offered by the County are: changing the parking requirement in the zoning code, new standard prohibiting private roads terminating in a cul de sac, variation in lot size making required lot sizes smaller and the change in the zoning name for a particular triangular shaped area located outside the Town limits from PD-GI (. He said that he will inquire for more detail but has been too busy to reach back out. Liaison Milan asked where they could see the zoning name changes and was told that they're listed in the agenda packet on page 9 along with the "legacy districts" which are districts that are not being changed at all. Mr. Dooley was asked if there is anything in particular that Planning Commission needs to do homework-wise to better prepare for the July 7, 2022 meeting and what is the process going forward, to which Mr. Dooley replied that the process fundamentally will be to take the info given by staff tonight and that the Planning Commission should come to some sort of agreement on issues that Town Council needs to be aware of so that Town Council may submit those concerns to the County in order to ensure that their update is consistent with Purcellville's Comp Plan. Commissioner Ogelman stated that there should be a resolution sent to Town Council to then submit to the County. He also stated that Commissioners should also send their comments via the Loudoun County zoning rewrite website (<https://www.loudoun.gov/5720/Comment-on-the-Draft-Zoning-Ordinance>). Mr. Ogelman also encourage individuals and Planning Commission/Town Council members to go onto the website and submit their thoughts individually and as a collective. At this point, Chair Forbes asked Commissioner Neham if he'd want to put together a draft resolution re: future development. Town Attorney Sally Hankins stated that if a recommendation is made next week, that forwarding it to Council is a good idea and that Staff can walk the Commissioners through the standards. Commissioner Neham stated that there needs to be something put together to talk about in more detail during the July 7th meeting, to which Attorney Hankins stated that Director Dooley can speak to that. Director Dooley stated that staff will be getting a staff report together for the W Loudoun projects. Commissioner Paciulli suggested that the Planning Commission speak to an architect on what a data center requires in order to be built and how it affects the environment surrounding it. Mr. Dooley replied that the Commission should keep the resolution more generic until the County identifies where they're wanting to place the data center. Planning Commission can then send detailed follow up letters to the County once they state where the data center locations are going to be. Liaison Milan directed Commissioners to look to Ashburn by Waxpool Rd to see what a data center cluster looks like & stated that if one is going to be placed in rural Loudoun there should be rural aspects built into the surroundings (trees, etc) to make it appear less intrusive to the surrounding environment. In regards to the potential location of a data center in Western Loudoun, Mr. Ogelman suggested that the various town councils of W. Loudoun should coordinate their efforts along with Western Loudoun constituents to ensure that the Comprehensive Plan that they've advocated for is considered.

b. Review and adjudicate ZoneCo calibration tables for existing and proposed districts

Mr. Neham started the conversation explaining what he's done with the calibration tables: that they are presented in the same order as they were prioritized last year and how all aspects are broken down by importance. Chair Forbes then asked whether or not as the Planning Commission goes through the tables do they want to have a brief conversation re: how the PC expects the areas to look starting w/ comp plan and its language and moving on to areas that may need to be broken down into smaller parts. The Commissioners discussed the need to develop a zoning map that will embody the spirit of the Comp Plan while understanding that one size doesn't fit all in all parts of town. Director Dooley suggested there should be general zoning ordinances for things such as landscaping, trash, etc. that apply uniformly throughout Town so as to cut down on redundancies.

The area designated as Downtown South was discussed first. The Commissioners considered the need to see it divided into sub-parts in the zoning rewrite since uniform zoning isn't going to work in this area. These differences are shown in the gap analysis given to ZoneCo. The West portion of Downtown South is more commercial based w/ buildings very close to the street while the East portion is more residential with buildings set back from the road and a lot of trees. Mr. Ogelman had put together a Power Point presentation regarding this topic. At this point, Planning Operations Coordinator Heather Spadaccini printed out physical copies for each of the Commissioners at this point so that they could follow along more easily (5 minute recess to get physical copies of Mr. Ogelman's presentation). It was agreed that these documents would be submitted to ZoneCo even though they're already a part of the gap analysis. An extended conversation regarding zoning areas in the Downtown South and surrounding areas then commenced. Liaison Milan suggested that the Planning Commission incorporate Commissioner Ogelman's presentation into the calibration tables as an aid to ZoneCo. When asked by Chair Forbes if staff had any comments regarding Downtown South, Mr. Dooley stated that he agrees with the Planning Commission's desire to provide ZoneCo guidance and to have on record that the Planning Commission is looking for more detail on form-based code and to get ZoneCo's feedback when it gets to the focus area based portion of the rewrite. Town Attorney Hankins suggested that the Commission give ZoneCo feedback on whether or not the Planning Commission is amenable to reorienting future businesses to face the W&OD trail. Commissioner Paciulli requested that the Planning Commission please listen to ZoneCo's suggestions before making a final decision and that they need to keep an open mind as ZoneCo might have good ideas that will benefit the Town to which Mr. Ogelman replied that he will listen but through the lens of the Comp Plan, which is the will of the residents. Attorney Hankins stated that the Comp Plan talks about the Downtown South area and that the Commission might want ZoneCo to focus on a new public space if focusing on the W&OD trail area. Director Dooley then gave an explanation of what could be future development-wise behind Magnolia's (9:30-9:40), and to remember economic development when doing the rewrite as it is largely dependent on the zoning ordinance rewrite and whether it encourages or discourages business growth & desirability. He also said that the Economic Development Advisory Committee should be consulted as part of the rewrite as they can focus on economic development aspects of the code and how it affects economic growth. Commissioner Paciulli recommended Cliff Robinson, the Vice Chair of EDAC, to be a good initial contact w/in EDAC to which Director Dooley concurred. At this point in the meeting Mr. Neham stated that the Commission needs to appoint a facilitator to keep

these meetings from going off the rails since the discussion was supposed to be about the calibration tables and 2 hours later the Planning Commission is only halfway down the 1st page out of a 21 page document. Mr. Ogelman stated that he found the conversation to be valuable and was needed since the Planning Commission has now come up w/ a way to approach the calibration table. Attorney Hankins suggested that if there are no other comments submitted that ZoneCo will continue with the rewrite, basing it on the Comp Plan. She also stated that maybe the Planning Commission should focus on specific additional info that isn't included in the comp plan in order to assist ZoneCo as opposed to going through the calibration table line by line. She then said that she had spoken to Sean Suder of ZoneCo and that he is willing to reverse the process by writing out the text before getting to images and also suggested that instead of going through all 7 areas that maybe the Commission should hone in on one focus area and have ZoneCo deliver some sketches or text. Chair Forbes stated that she is concerned with delaying review of all focus areas and that the Planning Commission should at least go over the Downtown South focus area tonight.

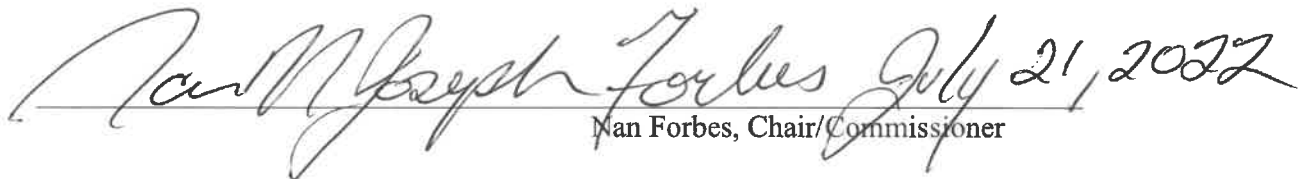
The following comments regarding Downtown South were agreed upon unanimously by the Commissioners, will be added to the calibration table and sent to ZoneCo:

- Item 1:** Subdivide this Focus Area into at least two districts (i.e., East and West) per its Gap Analysis; possible add a southern district south of Main St. [Commission]
- Item 3:** Account for distinctions between existing forms (areas)
- Item 4:** Account for distinctions between existing forms (areas)
- Item 5:** Account for distinctions between existing forms (areas)
- Item 8:** Account for distinctions between existing forms (areas)
- Item 9:** Account for distinctions between existing forms (areas)
- Item 10:** Mr. Dooley's comment stands and Account for distinctions between existing forms (areas)
- Item 11:** Account for distinctions between existing forms and account for them in the zoning (areas) [Comm.Ogelman]
- Item 12:** agree with ZoneCo recommendation
- Item 13:** redundant
- Item 14:** need standards
- Item 15:** Mr. Dooley's comment stands and other applications of screening and buffering as given on page 35 of the Comp Plan. [Comm. Neham]
- Item 16:** Town is looking into a town-wide traffic study. Also, see the roadway recommendations given on page 99 of the Comp Plan. Walking trails, pathways
- Item 17:** adopt Mr. Dooley's recommendation
- Item 18:** retract comment as it's already been addressed in the zoning code
- Item 19:** adopt Chair Forbes recommendation
- Item 20:** adopt Mr. Dooley's recommendation
- Item 21:** sidewalks required in THIS Focus Area
- Item 22:** iteration in this focus area
- Item 23:** adopt Mr. Dooley's recommendation, applicable to business and multi-family uses

It was then decided that, given the late hour, the Planning Commission will continue going through more of the calibration tables, starting with the West End focus area, at the next regular meeting on July 7th.

ADJOURNMENT:

With no further business, Commissioner Paciulli made a motion to adjourn the meeting at 10:44 PM. The motion was seconded by Commissioner Ogelman and carried 7-0.


Nan Forbes, Chair/Commissioner


Heather Spadaccini Planning Operations Coordinator