

**MEETING MINUTES  
PURCELLVILLE PLANNING COMMISSION MEETING  
THURSDAY, JULY 21, 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/176779>

**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 condition*)  
Nedim Ogelman, Commissioner  
Carol Luke, Commissioner

**ABSENT:**

Chip Paciulli, Commissioner

**STAFF PRESENT:**

Don Dooley, Director Planning and Community Development  
Heather Spadaccini, Planning Operations Coordinator  
Sally Hankins, Town Attorney

**CALL TO ORDER:**

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

**COMMISSIONER DISCLOSURES:**

None

**AGENDA AMENDMENTS:**

Commissioner Ogelman made a motion to move **Action Item: 10a) Revised recommendation to Town Council regarding Planning Commission's response to Loudoun County proposed zoning ordinance updates** to take place before **Discussion Item, Review and adjudicate ZoneCo calibration tables for existing and proposed zoning districts**. The motion was seconded by Commissioner Luke and passed unanimously.

**CITIZEN COMMENTS (first opportunity):**

**Casey Chapman, CaseCo 205 Hirst Rd.**, commented that he's been to many Planning Commission meetings and noted that there has been much discussion regarding the Commission's desire to keep data centers from being built in the town limits and that the Planning Commission is trying to control something that's already allowed by-right.

**Christine Green, 229 Upper Heyford Pl**, stated that she has safety concerns in terms of Mayfair Crown being used as a secondary entrance to Woodgrove High School and to the new Park & Ride and Recreation Fields.

**APPROVAL OF MINUTES:**

**a. June 30, 2022 special meeting minutes**

Commissioner Luke made a motion that the Planning Commission approve the revised minutes from the June 30, 2022 meeting and waive reading. The motion was seconded by Liaison Milan and carried 6-0.

**b. July 7, 2022 regular meeting minutes**

Liaison Milan made a motion that the Planning Commission approve the minutes from the June 16, 2022 meeting and waive reading. The motion was seconded by Commissioner Luke and carried 6-0.

**c. July 14, 2022 special meeting minutes**

Liaison Milan made a motion that the Planning Commission approve the minutes from the June 16, 2022 meeting and waive reading. The motion was seconded by Commissioner Luke and carried 6-0.

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

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

The Commissioners discussed the Commissioner and Director comments submitted regarding the **East End** focus area and, through a series of straw votes, came to the following conclusions:

**Comment 1:** all agree w/ comments: ZoneCo needs to establish thresholds for standards below 30,000 sq ft which are by right and that those above 30,000 should be by special exception, keeping with a scale that stays true to Purcellville's rural town tradition and is compatible with the surrounding area. Make these forms & considered uses fit the unique description in the Comp Plan for agricultural tourism.

**Comment 3:** all agree w/ comments

**Comment 4:** all agree w/ comments

**Comments 5:** all agree w/ comments

**Comment 6:** all agree w/ comments

**Comment 7:** all agree w/ comments

**Comment 8:** all agree w/ comment

**Comment 9:** all agree w/ comment

**Comment 10:** all agree w/ comments

**Comment 11:** all agree w/ comments

**Comment 12:** all agree w/ comment: what applies to area 1 doesn't apply to areas 2,3 and 4. Forms & uses for areas 2,3,4 are distinct and different from area 1.

**Comment 13:** all agree w/ Mr. Dooley's comment, as well as the comment that area 1, not including NW corner, is commercial medium scale, NOT as ZoneCo states

**Comment 13(2):** all agree w/ comment: ZoneCo should clarify no lodging and only small scale restaurants and uses as set forth on page 82 of the Comp Plan

**Comment 14:** all agree w/comment: define what accessory uses are

**Comment 15:** all agree w/ comments: Need clarity and define what accessory uses are

**Comment 16:** all agree w/ comments

**Comment 17:** all agreed w/ comments

**Comment 18:** all agree w/ comments

**Comment 18(2):** all agree w/ comments

**Comment 19:** all agree w/ comments

**Comment 20:** all agree w/ comment: ZoneCo should apply to areas 2,3,4

**Comment 21:** all agree w/ comments

**Comment 22:** all agree w/ comments

**Comment 23:** all agree w/ comments

**Comment 23 (2):** all agree w/ comments

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

The Commissioners discussed the Commissioner and Director comments submitted regarding the **Hirst-West** focus area and, through a series of straw votes, came to the following conclusions:

**Comment 1:** all agree w/ comments

**Comment 3:** all agree w/ comments: CM-1 noted as Industrial Business in Comp Plan

**Comments 3 (2):** all agree w/ comments

**Comment 4:** all agree w/ comment

**Comment 5:** all agree w/ comment

**Comment 6:** all agree w/ comment

**Comment 7:** all agree w/ comments

**Comment 7(2):** all agree w/ comment

**Comment 8:** all agree w/ comment

**Comment 9:** all agree w/ comment

**Comment 10 (Ogelman):** all agree w/ comment: keep stories that are consistent with surroundings, 2 stories up to 35 ft by right with the ability to go higher, up to 75 ft. by special exception

**Comment 10 (2):** see comment 10

- Comment 10 (3):** see comment 10  
**Comment 10 (4):** see comment 10  
**Comment 11:** all agree w/ comments: establish appropriate lot coverage parameters per Comp Plan  
**Comment 12:** all agree w/ comment: ask ZoneCo to clarify intent on multiple “principal”  
**Comment 13:** the area east of hatcher should not be industrial business, consider Comp Plan Amendment: in the alternative, to the East of the lots that front on Bailey Ln, limit uses (i.e. offices, retail, bank, services)  
**Comment 13(2):** all agree w/ comment  
**Comment 13(3):** See comment 13  
**Comment 14:** See comment 13  
**Comment 15:** all agree w/ comments:  
**Comment 15 (2):** remove comment  
**Comment 16:** all agree w/ comments  
**Comment 16 (2):** remove comment  
**Comment 17:** all agree w/ comments  
**Comment 17 (2):** comment omitted  
**Comment 18:** comment omitted  
**Comment 18 (2):** all agree w/ comments  
**Comment 18 (3):** remove comment  
**Comment 19:** all agree w/ comment: need clarification by ZoneCo  
**Comment 20:** all agree w/ comment  
**Comment 20 (2):** remove comment, see comment above  
**Comment 20 (3):** all agree w/ comments  
**Comment 21:** all agree w/ comments, recognize trails/pedestrian pathways  
**Comment 21 (2):** all agree w/comments  
**Comment 22:** all agree w/ ZoneCo comments  
**Comment 22 (2):** all agree w/ comments  
**Comment 23:** all agree w/ comments  
**Comment 23 (2):** remove comment

**ACTION ITEM(S): moved ahead of Discussion Item per agenda amendment**

An amended Recommendation was presented to the Planning Commission by Town Attorney Hankins to send the Town Council. It read:

**“I move that town council recommend to the County of Loudoun that the County retain the JLMA (Joint Land Management Area) zoning designations and regulations that currently surround the town of Purcellville’s corporate limits AND I further move that, in order to protect the Town’s rural character, the Town Council recommend to the County of Loudoun that the County amend its existing zoning ordinance to prohibit data centers from being located within either the JLMA, or within other zoning designations that may be located near the town of Purcellville including the property**

**zoned PD-GI that is currently situation on the town's northern boundary, north of Route 7."**

After discussion, the Planning Commission amended the presented recommendation to read:

**"I move the Town Council recommend to the County of Loudon that the County retain the existing JLMA zoning designations and regulations that currently surround the Town of Purcellville's corporate limits**

**AND**

**I further move that in order to protect the Town's rural character, the Town Council recommend to the County of Loudoun that the County amend its existing zoning ordinance to prohibit data centers from being located within either the JLMA or within other zoning designations that may be located near the Town of Purcellville including the property zoned PD-GI that is currently situated on the Town's northern boundary north of Route 7**

**AND**

**I further move that the County adopt the lesser intense designation for that PD-GI or if it becomes TI zone so that the zoning there is no more intense than it currently is and preferably less intense."**

The motion was presented by Commissioner Ogelman, was seconded by Liaison Milan, and passed unanimously 6-0.

#### **PLANNING STAFF REPORT:**

Mr. Dooley reminded Planning Commission to forward any comments/questions with regard to the Fields Farm project to either himself or Heather Spadaccini the Planning Operations Coordinator by the end of July. Ace Hardware is going to the Board of Architectural Review (BAR) next week for fence enclosure Certificate of Design Approval (CDA), BAR also considering a CDA for the future medical building to be erected at The Shoppes at Main & Maple, the Planning department will also be reviewing a Special Use Permit (SUP) application for a drive thru restaurant also at The Shoppes at Main & Maple in the future.

#### **COUNCIL REPRESENTATIVE REPORT:**

Liaison Milan informed the Planning Commission of Town Council's response to the Planning Commission's inquiry about the prioritization of Fields Farm project vis a vis Town zoning code rewrite: mayor has said that the Planning Commission is own entity with its own schedule & that the Planning Commission doesn't need Town Council input to prioritize projects. Spoke on the Mayfair HOA information session to discuss safety concerns that occurred this past Sunday, July 17<sup>th</sup>.

**CITIZEN COMMENTS (second opportunity):**

None.

**PLANNING COMMISSIONERS' COMMENTS:**

Commissioner Ogelman commented that there are distinctions in the Comp Plan relative to single family houses that need to be captured in the ZoneCo calibration. Commissioner Ogelman also stated his availability to work with ZoneCo during the August recess. Lastly, the information session regarding Fields Farm was very useful in understanding citizen's concerns.

Commissioner Neham also stated his availability to work with ZoneCo during the August recess if necessary or desired.

**NEXT STEPS:**

To convey comments to ZoneCo and await any instructions or clarifications. Additionally, sharing any additional comments that Director Dooley and Town Attorney Hankins have with the Commission relative to items not addressed in the calibration table.

**ADJOURNMENT:**

With no further business, Liaison Milan made a motion to adjourn the meeting at 10:00 PM. The motion was carried 6-0.

  
Jordan Andrews, Planning Operations Coordinator

  
Nan Forbes, Chair/Commissioner 11/9/22