

**MEETING MINUTES  
PURCELLVILLE PLANNING COMMISSION MEETING  
THURSDAY, SEPTEMBER 1, 2022, 7:00 PM  
TOWN HALL COUNCIL CHAMBERS**

---

Meeting recording can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/179817>

**PRESENT:**

Nan Forbes, Chair/Commissioner (*late, arrived at 7:10pm due to issues with virtual meeting*)  
Mary Frances Bennett, Vice Chair/Commissioner  
Stanley Milan, Town Council Liaison  
Ed Neham, Commissioner (*via remote participation due to medical disability*)  
Nedim Ogelman, Commissioner  
Chip Paciulli, Commissioner  
Carol Luke, Commissioner

**STAFF PRESENT:**

Sally Hankins, Town Attorney  
Andy Conlon, Senior Planner  
Susan Myers, Finance Dept.

**CALL TO ORDER:**

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

**COMMISSIONER DISCLOSURES:**

None

**AMENDMENTS:**

None

**CITIZEN COMMENTS (first opportunity):**

Casey Chapman, 205 Hirst Road business owner, talked about comments about O Street made by Vice Chair Bennett and requested facts to back up the quotes. Mr. Chapman spoke further about developing Hatcher Avenue.

Comments by email were read into the record and are attached to these minutes and are on file at the Clerk's office.

Harry Lloyd Harting Jr., 845 Pencoast Dr., proposing alternate Fields Farm plan  
Ashley Pantelakis, 825 Pencoast Dr., opposing and concerns  
Sharon and Chuck Hoffman, opposing and concerns  
Susan Post, opposing and concerns

**APPROVAL OF MINUTES:**

Approval of Meeting Minutes -- July 27, 2022

Vice Chair Bennett made a motion to approve the minutes as submitted. The motion was seconded by Chair Forbes and carried 6-0-1 absent (*Commissioner Neham not voting due to technical difficulties*).

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

**a. Telecommunications - Historic Properties; Invitation to Comment**

The Commission directed staff to prepare a staff report to be presented at the September 15<sup>th</sup>, 2022 Planning Commission Meeting before Committee discussion.

**b. Zoning Ordinance Rewrite Project -- Second Draft of Calibration Tables, [ZoneCo., Commissioners, and Staff], with attachment showing overall project plan**

Commissioner Neham and ZoneCo representative Nolan Nicaise presented the second draft of ZoneCo calibration tables, focusing on the Downtown South district.

Chair Forbes stated that distinctions should be made between Hatcher, 21<sup>st</sup> st., and Nursery as each are unique, relative to the Downtown South district.

Commissioner Ogelman stated that efforts should be made in the zoning rewrites to minimize through traffic and promote foot traffic in historic downtown business areas. Mr. Ogelman also stated that allowing for parking spaces in front of business may detract from the aesthetic of some historic district.

Commissioner Neham asked if the steering committee should be responsible for coordinating responses and feedback for the ZoneCo calibration tables going forward. Commissioner Ogelman suggested that the steering committee could make responses but present an executive summary to the Planning Commission at subsequent meetings.

Liaison Milan inquired as to where the project stands in regard to completion. Mr. Nicaise stated that project progress could approximately be described at 20-30 percent complete.

**c. Receipt of any additional Planning Commission preliminary comments concerning the Fields Farm Projects**

Chair Forbes recounted Don Dooley's request for Commissioners to request additional materials by the end of July. Chair Forbes had requested traffic studies and information relative to the sports fields. Chair Forbes explained she was anticipating that information by August, and asked when those materials and those requested by other Commissioners would be provided.

Mr. Conlon responded that the requests have been forwarded to the Loudoun County and that their responses are more general in form. Mr. Conlon also explained that their responses would in part take place at the September 15<sup>th</sup> meeting.

Chair Forbes asked if it was appropriate for the Planning Commission make recommendations regarding changes to the project or make a decision on the project as presented. Town Attorney Hankins responded that it would be appropriate to make recommendations.

Commissioner Ogelman stated that the Commission has been adhering to proposed timelines regarding the project and that he expects the responses to Commissioners questions and requests. Commissioner Ogelman asked who had requested the extension, to which Ms. Hankins responded she had requested the extension as a precaution and an effort to consolidate hearings.

Commissioner Ogelman asked who had the authority to change the schedule, to which Town Attorney Hankins explained the Town Manager had made the decision to modify the schedule. Ms. Hankins explained that some of the schedule changes were not shared with the Commission during the August recess. Commissioners stated their ability to remain in contact during recess periods, particularly for this and other important matters.

#### **ACTION ITEM(S):**

##### **Adopt a Tentative Processing Schedule for Fields Farm Project to Transmit to the Town Council**

Chair Forbes proposed that (3) meetings be scheduled to discuss the Fields Farm project and that if need be a meeting can be canceled.

Chair Forbes motioned that a Public Hearing be held on September 22<sup>nd</sup>, 2022 to address the Fields Farm rezoning and SUP, further motioning that a work session be scheduled for September 29<sup>th</sup>, 2022 and regular meeting on October 6<sup>th</sup>, 2022. Commissioner Ogelman Seconded, and the motion carried unanimously.

##### **Appointment of a Planning Commissioner to Succeed Commissioner Paciulli on the Train Station Advisory Committee after September 30, 2022**

As Vice Chair of the Planning Commission, Commissioner Bennett was automatically appointed to the Train Station Advisory Board for the term October 1, 2022 through June 30, 2023, filling a vacancy left by Commissioner Paciulli.

**PLANNING STAFF REPORT:**

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

Mr. Conlon reported that there are two site plan applications submitted that do not require any action by the Planning Commission, a communications tower at Woodgrove High School, and The Woodlands, which is on Hirst Road for three buildings to be placed on the property.

Liaison Milan inquired regarding the progress of the Ace Hardware at the former Rite Aid building. Mr. Conlon updated that Ace Hardware is scheduled to open next month.

Mr. Conlon also reported that a new Montessorri school is in the process of being submitted for the location of the former Dragon Hops building.

**COUNCIL REPRESENTATIVE REPORT:**

Liaison Milan shared that he has been speaking with the citizens of Mayfair, and that they do not desire for a through road to be constructed within the community.

**CITIZEN COMMENTS (second opportunity):**

None

**PLANNING COMMISSIONERS' COMMENTS:**

Commissioner Luke inquired as to the status of potential developments on Hatcher Ave. Mr. Conlon responded that demolition permits have been issued, and since renewed for the 3 existing buildings at the site. However, redevelopment has been on hold as there was an appeal to the BAR for the issued CDA.

Town Attorney Hankins updated that the appeal was on hold as the original applicant was not currently pursuing the project which was now beyond the scope of the allowed height per zoning ordinance.

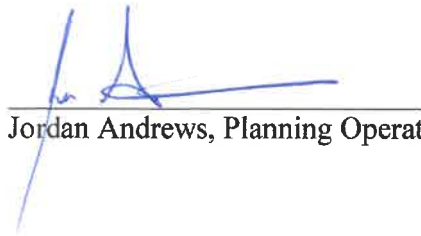
**SUMMARY AND NEXT STEPS/NEXT MEETING:**

Vice Chair Bennett provided summaries as each item was discussed.

The next Planning Commission meeting will be held on September 15<sup>th</sup>.

**ADJOURNMENT:**

With no further business, Chair Forbes made a motion to adjourn the meeting at 10:09 PM. The motion was seconded by Vice Chair Bennett and carried 7-0.



A handwritten signature in blue ink, appearing to read 'Jordan Andrews', is written over a horizontal line.

Jordan Andrews, Planning Operations Coordinator



A large, stylized handwritten signature in blue ink, appearing to read 'Nan Forbes', is written over a horizontal line. To the right of the signature, the date '12/21/22' is handwritten in blue ink.

Nan Forbes, Chair/Commissioner



**From:** [Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Rezoning at Field farms  
**Date:** Wednesday, August 10, 2022 3:27:14 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon. Extending Mayfair Crown is not a well thought out idea. Making Mayfair Crown a cut-through is inviting a dangerous problem to our community. Please add this email to the minutes. If there is such an immediate need, where are the young athletes playing now? Who requested this project ? Chuck

Sent from my iPhone

**From:** [Sharon and Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Fwd: Mayfair crown drive  
**Date:** Friday, August 19, 2022 3:18:19 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Sent from my iPhone

Begin forwarded message:

**From:** Sharon and Chuck Hoffman <hoffmana3@yahoo.com>  
**Date:** August 19, 2022 at 2:00:52 PM EDT  
**To:** planningcommission@purcellvilleva.gov  
**Subject:** Mayfair crown drive

I was under the impression that creating a thoroughfare via Mayfair Crown Drive was not a “done deal!” Why then is there a west bound stop sign on Mayfair Crown Drive at Pencoast? The Roads division must have gotten the memo!!!! We did not!!!! Sure there was talk at the last meeting about what could be done; not what IS done !!

Sent from my iPhone



**From:** [Sharon and Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Field farms fiasco  
**Date:** Thursday, August 11, 2022 6:07:35 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I was sitting on my deck looking out into the woods ( that many would like to erroneously turned into asphalt) and what appeared? Mother deer and two spotted fawn! Nature still brings out the “awe” in us! If Field Farms is allowed to be paved over for strangers of the “industrial big money traveling teams” to come.....wonder where Momma deer and her fawns will go? In the nebula with our peace and quiet? Please do not allow the rezoning to happen! Please read this into the minutes, thank you, Sharon Hoffman  
Sent from my iPhone

**From:** [Sharon and Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Fields farm  
**Date:** Tuesday, August 16, 2022 10:02:27 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please consider the quality of life that this commercial plan will disrupt for those of us live on the western side of the development. Small Park with a few diamonds, no lights.....Mayfair Crown never becomes and through road.  
Thank you

Sent from my iPhone

**From:** [Sharon and Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Field farm fiasco "park?"  
**Date:** Tuesday, August 9, 2022 1:01:29 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Do not extend Mayfair Crown Drive for the convenience of outsiders at the peril of those who make our homes here. I note that Ashleigh drive experienced the "cut through" problem years ago! Downsize the park to two soccer fields -no lights, walkways with trees. Dawn to dusk! Please read into the minutes, thank you, Sharon Hoffman

**From:** [Sharon and Chuck Hoffman](#)  
**To:** [Planning Commission](#)  
**Subject:** Field farm fiasco  
**Date:** Wednesday, August 10, 2022 3:15:35 PM

---

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for receiving this email. Today I am thinking about the water, sewage and costs that Purcellville will be assuming if this gargantuan project is allowed ( with only Loudoun County benefiting). On weekend days the water pressure is very inadequate! The sewage and water bill is very, very expensive. Where will the water be coming from? Thank you for reading this into the minutes, Sharon Hoffman

Sent from my iPhone

**From:** [Susan Post](#)  
**To:** [Planning Commission](#)  
**Subject:** Mayfair Community connection to route 690  
**Date:** Tuesday, August 9, 2022 10:13:47 AM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning,

I hope this email finds you well. I am a resident of the Mayfair community. I would like to respectfully request that you vote 'no' to changing the zoning for the Fields Farm community. Please vote 'no' to connecting Mayfair Crown drive to route 690. The amount of traffic will greatly increase, in my opinion, creating a safety issues on Mayfair Crown Drive if the it is connected to route 690. Mayfair Crown provides overflow parking for the townhouse community which is a much needed facility in this neighborhood. In addition, we have many family that utilize the playground and need to cross Mayfair Crown to access it from the single family homes. There are also school buses which pick-up and drop-off several times a day forcing parents and students to cross Mayfair Crown to reach their homes. I am worried that the increased traffic flow will greatly endanger those students as cars buzz through my neighborhood for their convenience and for no other purpose. I am most concerned that they will lose their ability to park on the south side of Mayfair Crown if the road is connected to route 690. My fellow residents will greatly suffer for the convenience of other which do not live in this neighborhood, city, or even state as they have no other place to park due to the inadequate parking provided by the developers of this neighborhood. Mayfair Crown drive will become a convenient cut through much as other neighborhood roads in Purcellville have become in the past. The commuter parking participates can access it from route 690 keeping our neighborhood, just that a neighborhood road. Unfortunately, we have already had children and a pet hit in our neighborhood with just the neighborhood traffic, increasing the traffic throughout the neighborhood, I fear more pedestrian accidents. One last request, please read this email into the minutes.

Very respectfully,

Susan Post  
Director of Operations  
703-999-3051  
Follow us on [Facebook](#) [LinkedIn](#)

**From:** [Susan Post](#)  
**To:** [Planning Commission](#)  
**Cc:** [Susan Post](#)  
**Subject:** Woodgrove Park and the lack of lights  
**Date:** Friday, August 19, 2022 1:53:53 PM

---

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Happy Friday!

I swim at the RHAC 2-3 days a week and noticed that the Woodgrove park has several soccer fields and all without lights. Why is there such a need for the Fields Farm project to have lights until 11:00pm at night 7 days a week when Woodgrove Park, only a few miles away has no lights and no one ever on those soccer fields? I see people using the baseball/softball but not the soccer fields, if there is such a dire need for 8+ more fields with lights until 11:00 pm every day, why is there no one at Woodgrove during the week in the summer practicing and playing on those soccer fields? Why do students need to be out until 11:00pm and later a night playing sports? What study supports the need for 8+ fields to operate from 8:00am (likely 7:30 as teams and coaches need to prepare for the start of the games at 8:00am) until 11:00 pm at night 7 days a week. That is 15 hours a day, 7 days a week, where is the recent study that supports 105 hours a week and 420 hours a month of need for these fields. Why is dawn to dusk not enough hours for the teams to utilize the proposed Fields Farm sport complex fields? Are those extra 2-3 hours a day really needed? If yes, where is the data to support this assertion and this need? Woodgrove Park does not have lights, if these lights are so desperately needed at Fields Farm, why are there no lights at Woodgrove Park?

My neighbors and myself have school age children and younger plus we should be able to determine our own bedtimes and not subjected to when the lights and noise stop on the fields so that we have peace and quiet to sleep. Many neighbors rise well before dawn to commute into work as well as have infants that are in bed by 8:00pm. Please vote no to the Fields Farm project and no to lights are the fields.

Lastly, who will access to these fields? Will they be locked and only available to those that pay for their use? These fields seem geared only to the highly popular travel leagues of soccer, lacrosse, baseball, softball, and football to generate revenue for Loudoun County. These travel leagues schedule tournaments which last all weekend with each team playing at least 3 games or more depending on their wins and losses. Please explain how these fields will benefit Western Loudoun children? Please explain how data from a recent study supports the children in Western Loudoun's need for the fields at Woodgrove Park, other fields in Western Loudoun plus the 8+ new at Fields Farm. How many child live in Western Loudoun that need these fields? How has this demand been determined – where is the data that supports this need? How many fields exist today and what are the loads of each of these fields? Where is the data to support the need for the lights at Fields Farm and the need for the lights to be on until 11:00pm every day?

Please, with all due respect, vote no to the rezoning of Fields Farm. Please read this email into the minutes of the meeting.

Best regards,

Susan Post  
Director of Operations  
703-999-3051  
Follow us on [Facebook](#) [LinkedIn](#)

