

MINUTES
PURCELLVILLE PLANNING COMMISSION MEETING
THURSDAY, APRIL 06, 2023, 6:30 PM
TOWN HALL COUNCIL CHAMBERS

Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/223522>

COMMISSIONERS PRESENT:

Nan Forbes, Chair/Commissioner
Christopher Bertaut, Town Council Liaison (*present from Heritage room*)
Ed Neham, Vice Chair/Commissioner (*via remote participation due to medical condition*)
Ron Rise, Commissioner
Jason Dengler, Commissioner

COMMISSIONERS ABSENT:

Brian Green, Commissioner
Nedim Ogelman, Commissioner

STAFF PRESENT: Interim Zoning Administrator, Martha Semmes, Planning Operations Coordinator, Jordan Andrews

CALL TO ORDER:

Chair Forbes called the meeting to order at 6:36 PM. The Pledge of Allegiance followed.

AGENDA AMENDMENTS:

None.

COMMISSIONER DISCLOSURES:

None.

CITIZEN COMMENTS:

None.

APPROVAL OF MINUTES:

a. February 16, 2023 Meeting Minutes

Commissioner Dengler made a motion that the Planning Commission approve the minutes from the February 16, 2023 meeting and waive reading. The motion was seconded by Commissioner Rise and carried 5-0-2 absent.

b. March 02, 2023 Meeting Minutes

Commissioner Dengler made a motion that the Planning Commission approve the minutes from the March 02, 2023 meeting and waive reading. The motion was seconded by Commissioner Rise and carried 5-0-2 absent.

DISCUSSION and ACTION ITEMS:

a. Completion and approval of Commission's comments on ZoneCo's draft Zoning Ordinance for transmission to ZoneCo

Commissioners continued review and revision of their comment matrix for the draft zoning ordinance, resuming at line item 103 of the matrix and continuing on through the remaining items categorized as "Editorial High". The completed and full comment matrix can be found online with agenda materials, or on file in the Town Clerk's office.

Commissioners discussed the timeline moving forward and the remaining meetings with ZoneCo. ZoneCo representatives are scheduled to be present virtually at the April 20th meeting. Vice Chair Neham advised that Commissioner prepare a list of their primary concerns and feedback in advance of the April 20th meeting.

DISCUSSION/INFORMATIONAL ITEMS:

a. Updating Planning Commission By-Laws(TABLED)

Tabled prior to meeting due to various Commissioner absences.

b. Citizen Outreach and Participation

Chair Forbes reviewed a recent email from Tim Murphy, of Valley Energy. Mr. Murphy expressed concerns regarding local business representation in the Zoning Ordinance rewrite. Specifically, Mr. Murphy cited recent Commission discussion of use changes relative to various service industries in Town. A copy of Mr. Murphy's email is on file in the Town Clerk's office.

To Mr. Murphy's inquiry as to the professional background of Commissioners, Commissioner Dengler shared that he is the owner of a serviced based business in Town. Commissioner Dengler encouraged and welcomed input through the opportunities provided at each Planning Commission meeting.

PLANNING STAFF REPORT:

Interim Zoning Administrator Martha Semmes gave a brief update on planning projects including the upcoming Town Council drive-thru SUP public hearing, site plan review, BAR applications, and permitting module.

COUNCIL REPRESENTATIVE'S REPORT:

Liaison Bertaut shared that at the upcoming Town Council Meeting, the Special Use Permit recently reviewed by the Planning Commissioner will be before the Town Council and the subject of a public hearing.

COMMISSIONER COMMENTS:

Commissioner Rise shared a recent experience touring the Town's utilities facilities, including the water plant and waste water facility. Mr. Rise expressed gratitude to the staff who helped facilitate the tour and their work for the Town.

Chair Forbes shared that she will be giving a quarterly report on behalf of the Planning Commission at the upcoming Town Council meeting.

NEXT MEETINGS:

Planning Commission meeting of Thursday, April 20th, 2023, May 5th, 2023, May 18th, 2023.

ADJOURNMENT:

With no further business, Commissioner Dengler made the motion and the meeting was adjourned 9:31 PM.



Jordan Andrews, Planning Operations Coordinator



Nan Forbes, Chair

May 25, 2023

