

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

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 (*late, arrived at 7:15pm*)
Ed Neham, Commissioner (*via remote participation due to medical condition*)
Nedim Ogelman, Commissioner (*via remote participation due to travel*)
Chip Paciulli, Commissioner
Carol Luke, Commissioner

STAFF PRESENT:

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

CALL TO ORDER:

Chair Forbes called the meeting to order at 7:01 PM and led the Pledge of Allegiance.

COMMISSIONER DISCLOSURES:

None

AMENDMENTS:

Commissioner Ogelman submitted an agenda amendment that Informational item b: Discussion of Fields Farm project should be deferred until the September 1, 2022 meeting. He stated that the zoning ordinance rewrite is of greater importance at this juncture. Commissioner Paciulli stated that he had spent many hours working on certain aspects of the Fields Farm project and would like the opportunity to speak. Director Dooley concurred as this is a County project that has been in the works for over 1.5 years and needs to be addressed and that he recollected that during the joint Town Council/Planning Commission meeting that it was stated by Councilor Grewe that the Fields Farm project is on an equal footing as the Zoning Ordinance rewrite. Vice Chair Bennett agreed with Commissioner Ogelman that the ZoneCo rewrite should be the primary focus. Commissioner Neham stated that the Fields Farm project should be addressed quickly tonight and then the focus of the rest of the meeting should be on the zoning ordinance rewrite. A decision was made to hear the citizens in attendance and give the County staff who came to speak on the project an opportunity to answer, then defer the schedule discussion. Commissioner Ogelman made the motion to defer **Discussion Item 8b: Discussion of Fields Farm project** until the September 1, 2022 Planning Commission meeting, Commissioner Luke seconded the motion and it carried 5-1 with Commissioner Paciulli dissenting.

CITIZEN COMMENTS (first opportunity):

Sharon Hoffman, 821 Pencoast Dr., took the opportunity to ask about the location of the entrance to the new commuter lot to which Director Dooley stated that it will come off of the extension road on Mayfair Crown Rd. She also stated her concerns for the safety of the children once the commuter lots opens, future recreation field noise issues and lighting concerns as well as who's paying for the water & sewage for this project. She also asked how the fields will make money for Purcellville. Mark Hoffman, a representative for Loudoun County, stated that a Public Hearing will be held in the future to answer more specific questions and that the Town is the ultimate authority.

Harry Harting Jr., 845 Pencoast Dr., began his allotted citizen comment time by stating his awareness that the Fields Farm project has been in process for the past 5 years or so. His questions for Loudoun County, as opposed to the Planning Commission are: **1)** where are we in the process, **2)** what is the timeline **3)** is there any opportunity for any of the plans to be changed and **4)** is this discussion just a formality or a chance to talk about the County's plans and change some of the aspects of the project. Chair Forbes stated the Planning Commission is very interested in hearing citizen comments as it helps them to make recommendations to town council which they can then pass onto the County. Commissioner Ogelman stated that the county is asking for a zoning change/amendment and that there is the right of refusal as a town since the land belongs to the town. He also reminded Mr. Harting that the County will have public hearings in Town for citizens to address their concerns with the County. Loudoun County's Mark Hoffman stated what the specific zoning request are & that the plans for the roads have already been approved and are moving forward and that the rezoning request has been budgeted for.

7:53PM Casey Chapman, CaseCo 205 Hirst Rd., commented that there is a process to go through and that this is a part of it and that the #1 concern is Mayfair children's safety. He also stated that the new recreation fields will be used by those same Mayfair children as well as other W. Loudoun children and that they deserve and need to have new, nice fields like those in E. Loudoun.

7:33PM Dan Carvill, 224 Apsley Terr. spoke on the traffic study that he received a copy of through a FOIA request. He stated that Mayfair was still under construction when the traffic study was conducted so it didn't take into account the future size of the development. He spoke on his concerns regarding the plan's lack of accounting for the completed density of the Mayfair community, the noise that will be created by the sound system, the need to install more traffic stops and/or stop signs, rumble strips, elevated crosswalks, more sidewalks, etc. He stated that he hopes the Planning Commission can get moving on some of these things.

APPROVAL OF MINUTES:

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

Liaison Milan made a motion that the Planning Commission approve the revised minutes from the June 2, 2022 meeting and waive reading. The motion was seconded by Commissioner Luke and carried 6-0.

b. June 16, 2022 Joint Town Council/Planning Commission Special Meeting

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 Vice Chair Bennett and carried 6-0.

DISCUSSION/INFORMATIONAL ITEM(S):

a. Final recommendations regarding the County of Loudoun's proposed zoning ordinance updates in the area surrounding Purcellville

Chair Forbes commented that on July 3rd Commissioner Neham emailed the PC commissioners' links to various informational articles about data centers. Liaison Milan wanted to confirm that the triangular piece of land on the map is a potential site for a future data center and that there is nothing in the works or set in stone.

At 8:03PM, Director Dooley made a request on behalf of Loudoun County to discuss the zoning ordinance updates to which Chair Forbes reiterated the earlier agenda amendment motion that was passed deferring the conversation to the September 1st meeting.

Commissioner Ogelman spoke (8:08PM) about the importance of sticking to the JLMA (Joint Land Management Area) and the Comprehensive Plan. Chair Forbes stated that she would like to make a motion to send a recommendation to the Town Council that the Planning Commission recommends that the Town Council urge the County not to make any changes to the zoning around the Town in order to stay consistent with Purcellville's Comp Plan. The motion was made at 8:15pm by Commissioner Ogelman, the motion was seconded by Commissioner Luke, and passed unanimously 6-0. It will be placed on the July 12th, 2022 Town Council meeting agenda per Director Dooley.

b. Discussion of Fields Farm project (Commuter Lot and Recreation Fields)

A motion was presented as an agenda amendment earlier in the meeting to defer the discussion of the Fields Farm project until the September 1, 2022 meeting. Liaison Milan stated that he thought that the rec fields/commuter lot were already approved use to which Mr. Dooley stated that that is not accurate as the area is currently designated a Transition Area and is the reason the County has requested a re-zoning. Chair Forbes stated that she has no idea how long it's going to take to glean all of the necessary rezoning request information and analyze it, after which a discussion occurred regarding speed of approval of said request. Mr. Dooley asked if the Planning Commission will be discussing the project at the September meeting to which Chair Forbes replied that she

wasn't sure and would like to be able to answer that question at a later date and that completing the calibration tables are more of a concern.

Commissioner Paciulli again requested to speak on the Fields Farm project topic he was working on for a large part of the day to which Chair Forbes referred back to the earlier motion to defer discussion on this topic. Mr. Paciulli agreed that he will withhold his comments until a later meeting because there will most likely be extra Planning Commission meetings during the month of July. When asked by the Commission how they could send their questions to the County regarding the project, Mr. Dooley stated that he wants the Planning Commission to submit their questions/comments related to the Fields Farm project by the end of July so that staff can put together a concise list during the month of August to be submitted in September.

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

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

Comment 1: all agree w/ comments

Comment 2: all agree w/ comments

Comments 3, 4, 5: all agree w/ comments

Comment 6: all agree w/ comment submitted by Mr. Neham "similar to residential housing districts with front yards and street parking" with no parking on Main St. and that ZoneCo should google Great Falls Village Centre and use that as inspiration throughout.

Comment 7: all agree w/ comments

Comment 8: could be 0 feet

Comment 9 (Forbes): design should appear to be small & individual (9:33)

Comment 9 (Ogelman): (9:35) use SUP permits when scale is over proposed maximum

Comment 10: keep stories that are consistent with surroundings, up to 2 stories by right with the ability to go higher through the SUP process

Comment 11: all agree w/ comments

Comment 12: ZoneCo and staff need to review with caveat that uses should be appropriate to the surrounding area

Comment 13: all agree w/ comments, area 2 should be smaller in scale and height

Comment 14: create standards for accessory uses

Comment 15: all agree w/ comments

Comment 15 (2): all agree w/ comments

Comment 16: all agree w/ comments

Comment 16 (2): redundant

Comment 17: all agree w/ comments

Comment 18: comment omitted

Comment 18 (2): all agree w/ comments

Comment 18 (3): all agree w/ comments
Comment 19: all agree w/ comments
Comment 19 (2): all agree w/ comments
Comment 20: all agree w/ comments
Comment 21: all agree w/ comments
Comment 21 (2): all agree w/ comments
Comment 22: defer comment
Comment 22 (2): defer comment and clarify
Comment 23: all agree w/ comments
Comment 23 (2): all agree w/ comments

d. Discussion regarding meeting schedule for July 2022

It was decided to schedule an additional meeting on July 14th at 6pm in order to try to complete the matrix in a timely manner.

ACTION ITEM(S):

A motion was made by Commissioner Ogelman with a friendly amendment added by Chair Forbes to make a formal recommendation to Town Council on behalf of the Planning Commission. Commissioner Luke seconded the motion and it was passed unanimously, 6-0. The resolution, as amended, read (per Commissioner Ogelman's Wednesday, July 13th 3:08pm email to Mayor Fraser, Town Manager Mekarski, Director Don Dooley, and cc'd to Town Council and the Planning Commission):

- **"... the Planning Commission recommends to the Town Council that absent additional compelling information from Loudoun County and in line with Purcellville's Comprehensive Plan the Town of Purcellville should join together with the Coalition of Loudoun Towns and interested citizens of Western Loudoun in telling Loudoun County that the Town does not want zoning changes in the Joint Land Management Area or zoning that would permit uses, such as data centers, and that the Joint Land Management Area surrounding the Town of Purcellville should maintain its rural character consistent with our Comprehensive Plan as stated on p.25."**

PLANNING STAFF REPORT:

Mr. Dooley stated that Ace Hardware has received their zoning permit and hopes to open by Labor Day, that the Planning Department has received a zoning permit application from The

Shoppes at Main & Maple to build the two story medical office building that they're trying to get on the July BAR agenda. Liaison Milan asked about the Patrick Henry College project to which Mr. Dooley replied that PHC does have their building permit and are putting out the project to bid hoping that they can proceed with the project given the price of building materials. Vice Chair Bennett asked what's going on with the old Pizza Hut to which recording secretary Heather Spadaccini stated that a new restaurant should be going into that spot.

COUNCIL REPRESENTATIVE REPORT:

None.

CITIZEN COMMENTS (second opportunity):

None.

PLANNING COMMISSIONERS' COMMENTS:

Vice Chair Bennett stated that she found the citizen comments to be enlightening and informative. Liaison Milan concurred with Vice Chair Bennett's comments about the citizen comments earlier in the meeting.

NEXT STEPS:

The Planning Commission will have a work session meeting on July 14th at 6pm. Chair Forbes asked Liaison Milan to ask Town Council to give guidance as to how much of a priority the Fields Farm project is in comparison to the zoning ordinance rewrite work. He replied that he will ask.

ADJOURNMENT:

With no further business, Commissioner Paciulli made a motion to adjourn the meeting at 10:27 PM. The motion was seconded by Vice Chair Bennett and carried 6-0.

Nan Forbes, Chair/Commissioner

Heather Spadaccini, Planning Operations Coordinator