

**MINUTES
PLANNING COMMISSION WORK SESSION
FEBRUARY 4, 2016
TOWN HALL COUNCIL CHAMBERS**

PRESENT: Doug McCollum, Chairman
Theresa Stein, Vice Chair
Chip Paciulli, Planning Commissioner
Nedim Ogelman, Planning Commissioner
EJ Van Istendal, Planning Commissioner
Chris Bledsoe, Planning Commissioner
Tip Stinnette, Planning Commissioner

ABSENT: None

STAFF: Daniel Galindo, Senior Planner
Michele Snyder, Planning Associate

CALL TO ORDER:

The work session of the Planning Commission was called to order by Chairman McCollum at 7:44 PM.

DISCUSSION OF FEBRUARY 6TH COMPREHENSIVE PLAN UPDATE MEETINGS:

a) Introductions

Chairman McCollum introduced Emily Crow, lead consultant for the comprehensive plan review process. Ms. Crow introduced Julie Herlands who will be helping with the fiscal and economic components of the planning process and Geoff Griffin with Kimley Horn who will be working on the transportation component of the project.

b) Schedule

Ms. Crow stated the schedule is between twelve and eighteen months with a lot of review time incorporated as well as six public events included with most being early in the project for public input to be considered.

Ms. Crow added that after the initial phase comes research and analysis where the team will pull in their expertise as well as an assessment of the existing conditions and building in with public comments.

Ms. Crow talked about the guiding principles which Council should sign off on prior to actually drafting the plan.

Chairman McCollum asked each of the Commissioners if they had any questions.

Commissioner Paciulli stated he is looking forward to learning as they go and will provide input when it's meaningful.

Commissioner Ogelman stated he was intrigued by guiding principles being formally supported by the Planning Commission and then by the Town Council and added asked if that gives them the chance to make changes from what the citizens have said. Ms. Crow stated a planning process works within the system of community that we have and that not every person in the community will attend meetings and provide feedback; however, she believes we will receive significant comments and input about the tone and values that should be embraced in the plan. Ms. Crow added that the process was designed to hear the public and have them be able to help determine what is important. Commissioner Ogelman added he would like for it to be clear what the Planning Commission and the Town Council's roles are in the process.

Commissioner Van Istendal stated he supports the plan.

Commissioner Stinnette stated he feels it is important to lock in the vision by Town Council and feels the outlined process encourages community engagement. Commissioner Stinnette questioned the vision timeline and why it would take so long to confirm the vision. He stated being concerned about planning fatigue. Ms. Crow talked about having an informed vision through the research and analysis component and an element of education. Further discussion took place about the upcoming public meetings and applying that information to future public sessions.

Commissioner Bledsoe talked about previous comprehensive plan reviews and asked if the current metrics and demographics will be updated from that. Chairman McCollum stated a review was completed in 2011 however the recommended changes were not acted on. Commissioner Bledsoe asked about being able to see the consolidated data in the interim prior to other meetings. Ms. Crow stated she believes the Planning Commission has one meeting per month dedicated to comprehensive plan discussion and public input will be discussed during that meeting. Daniel Galindo confirmed that within the next couple of weeks the existing documents will be posted.

Commissioner Stein asked about the guiding principles that will move forward to Town Council as well as those that will not. Ms. Crow talked about receiving feedback from residents and categorizing those into themes then coming up with language to support or not support and see what comes out on top. Ms. Crow added that even though there may not be a guiding principle in the plan however is part of the process.

Chairman McCollum asked about the format for the Saturday sessions, and added that by the Virginia Code the Planning Commission has the responsibility for putting together the comprehensive plan and recommending to the Town Council, and asked about how to keep Council informed. Ms. Crow stated she will continue with the one on one discussions and will work with Dan Galindo to report as needed. Chairman McCollum added that it would be helpful for Council to have a progress report.

Commissioner Ogelman stated he does not share the view about planning fatigue; however, if the public states they do not want to do anymore, that is different. Commissioner Ogelman added he does not want at any time for the Planning Commission to say people are not going to want to talk about specific items. Ms. Crow added that it is a process fatigue and that people do get tired of planning. She noted that people eventually want to take action and see results of what the planning process does. Commissioner Ogelman asked who decides when there is process fatigue, and Ms. Crow stated you will be able to see that through a lack of participation. Commissioner Ogelman suggested that the Commission make the reasons transparent to the public.

Chairman McCollum talked about the project length being approximately 18 months. Commissioner Van Istendal talked about the budget restrictions and the timeline. Ms. Crow reminded the Commissioners that the comprehensive plan is a guide and not a law and that there is a five year review process. She added that once the plan is in place there are other things that need done.

c) Three Questions to Be Posed to the Public

Ms. Crow stated the three questions to ask the public are as follows:

- 1) What do you love about Purcellville?
- 2) What do you think are our biggest opportunities and/or strengths?
- 3) What do you think are our biggest challenges?

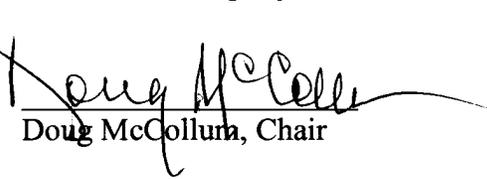
Ms. Crow asked the Commissioners to answer the questions and then had each of the Commissioners share their answers.

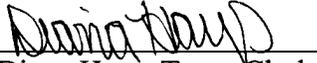
d) Final Preparations

The Planning Commissioners discussed who would attend what meetings on Saturday. Daniel Galindo added that items on the website would remain open until February 26. The Commissioners discussed other ways to get the materials out. Chairman McCollum stated he would prefer to encourage referring people to the website.

ADJOURNMENT:

There being no further business, Commissioner Ogelman made a motion to adjourn the meeting. The motion was seconded by Commissioner Bledsoe and the meeting adjourned at 9:03 PM.


Doug McCollum, Chair


Diana Hays, Town Clerk