

**MINUTES  
PLANNING COMMISSION WORK SESSION  
MARCH 3, 2016  
TOWN HALL COUNCIL CHAMBERS**

The Work Session of the Purcellville Planning Commission convened at 8:03 PM and the following attended:

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

**ABSENT:** EJ Van Istendal, Planning Commissioner

**STAFF:** Daniel Galindo, Senior Planner  
Tucker Keller, Planning and Zoning Technician

**CALL TO ORDER:**

The work session of the Planning Commission was called to order by Chairman McCollum at 8:03 PM.

**CHAIRMAN'S COMMENTS:**

None

**DISCUSSION OF COMPREHENSIVE PLAN OUTREACH METHODS:**

Daniel Galindo confirmed that there would be a presentation given every 30 minutes at the March 19<sup>th</sup> comprehensive plan update meetings. The presentations would likely be given by the consultant. Daniel added that there will be tables set up and people can leave written comments in the same manner as the last meeting. Directions will be provided at each table. The presentations will take place in one of the other conference rooms.

Commissioner Stinnette talked about the two strategies to rebut a report with the first being to rebut the findings of the report and the second strategy is to rebut the process of the report, which is the easier of the two. Commissioner Stinnette talked about reaching targets at the end of the process and effectively engaging people, and the importance of getting a lot of input throughout the process.

Chairman McCollum asked about basing targets off of people that live in the Town. Commissioner Stinnette added that can be down however would make it more difficult to aggregate and report the numbers. Chairman McCollum added that at February's sessions, some people did not sign in for sessions making attendance lower than it actually was. Commissioner Ogelman stated he likes the idea and does not feel that the specifics of the numbers are as important as setting down a baseline and updating throughout the process. Further discussion took place about sign in's and actual attendees at February's meetings and how this would be conducted at the March meetings. Commissioner Ogelman talked about establishing a baseline which is as valuable to the process as to the end result. Further discussion took place about establishing a benchmark.

Chairman McCollum stated he would like to discuss attendance further after the meetings on March 19 and then take Commissioner Stinnette's engagement target process and see how it can be modified. Commissioner Bledsoe talked about ways to increase attendance as well as outreach. Commissioner Ogelman agreed with Commissioner Bledsoe in moving forward with outreach to see what kind of input is obtained and then make adjustments afterwards.

Commissioner Stinnette stated he feels a trifold, business card or schedule would be helpful for the eighteen months as the handouts are good for just items being discussed at the current time. Daniel Galindo added he could speak with the consultant about this and added it is important to know when more outreach is needed. Daniel stated there are at least 153 confirmed people that have been involved with the process and at least 200 people in the community have heard about it. Daniel talked further about the community outreach done so far. Commissioner Ogelman noted he agrees with all of the community outreach methods and does not feel anything needs established and left as is but needs updated based on what is happening.

**ADJOURNMENT:**

With no further business, Commissioner Stinnette made a motion to adjourn the meeting at 8:55 PM. The motion was seconded by Commissioner Ogelman and approved unanimously.

  
Doug McCollum, Chairman

  
Diana Hays, Town Clerk