MINUTES
PLANNING COMMISSION REGULAR MEETING
MARCH 17, 2016, 7:00 PM
TOWN HALL COUNCIL CHAMBERS

The Regular Meeting of the Purcellville Planning Commission convened at 7:00 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
EJ Van Istendal, Planning Commissioner

ABSENT: None

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

The regular meeting of the Planning Commission was called to order by Chairman McCollum at 7:00 PM. The Pledge of Allegiance followed.

Chairman McCollum welcomed Debbie Zimmerman, Planning Commissioner from Berryville.

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

None

PUBLIC HEARINGS:

None

PRESENTATIONS:

None

DISCUSSION ITEMS:

a. Comprehensive Plan Update Status Report

Emily Crow stated she and Town staff have been working to publish the results from the last series of events held as well as some existing conditions assessment, and she shared that information and what the critical findings are that are impacting how the Town is growing. Commissioner Ogelman asked the source of the presented data and Ms. Crow stated the historic is from the Census and American Community Survey up to 2014 and the future forecast for Loudoun County is from the DC Council of Governments.

Ms. Crow talked about growth forces and the need for transportation improvements. Commissioner Ogelman asked Ms. Crow about the revenue that taps and utilities would generate relative to the amount of expenditures the Town would have to spend in new infrastructure and maintenance. Ms. Crow stated she has not yet done this assessment. Commissioner Ogelman expressed his concerns for having a presentation that talks about revenue intake without the infrastructure costs and added it does not make sense and that more information is needed to support the narrative. Commissioner Ogelman suggested a place holder to say that this is something that needs to be estimated. Commissioner Stinnette added that if there are bullets for revenue sources there should also be bullets for expenses. Chairman McCollum added that the Commissioners should recognize that tax revenue cannot be used for water and sewer.

Ms. Crow continued with the review of fiscal conditions and capital improvements.

Geoff Giffin, Kimley Horn, talked about the transportation plan from 2009 and summarized the recent projects – Southern Collector Road, roundabout at 287 and Main, downtown streetscapes project at 21st and 23rd Streets as well as turning 21st Street into a one way street, and the interchange of 287 and Rt. 7 done by VDOT. Mr. Giffin noted some of the future projects identified in the previous transportation plan include the interchange at Rt. 7 and 690, adding the Northern Collector Road, reconfiguring the "tear drop" intersection at Main St., and the O Street connection. Mr. Giffin noted that other forms of transportation are being studied to include bicycle facilities, providing sidewalks, consolidating driveways where possible to make it safer for cars and pedestrians, bus shelters for transit, landscaping/lighting, sidewalk connections and side paths and trails.

Ms. Crow talked about land use. Daniel Galindo added that in his opinion one of the issues with the current plan is that the map is coded to match the existing land use map that is in the plan; however, the breakdown/tables in the plan include different categories. Daniel Galindo noted that this should be corrected going forward. Commissioner Ogelman asked about industrial if it includes office and zoning as well. Daniel noted it does not and industrial is anything that is zoned CM-1 or M-1. Commissioner Ogelman asked if commercial is capturing office, and Daniel stated that it is.

Emily Crow talked about what was heard from the public input and offered to share the comments with the Commissioners. They will also be posted to the website. Ms. Crow talked about the breakdown of the public comments by categories. Commissioner Ogelman noted he did his own content analysis of the results from the open house and said they are very similar. Commissioner Ogelman stated it may be valuable to have a content analysis program that will look at core location of words as well as word frequency.

Ms. Crow talked about the biggest opportunities. Commissioner Bledsoe asked if there is context for agribusiness and Ms. Crow stated the context mostly was an economic development perspective. Ms. Crow reviewed her observations, and the Commissioners talked about the ability to control growth.

Further discussion took place about the presentation for the citizens at the update session and the Commissioners added that the presentation provided by Ms. Crow is a draft and should state that as such on the presentation. The Commissioners also discussed the estimated population growth, growth forces and uncertainty.

Commissioner Ogelman added that he feels a legend is needed on the traffic slide.

ACTION ITEMS:

None

INFORMATION ITEMS:

a. Subcommittee Report on Zoning Ordinance Article 14 (Stream and Creek Buffer)

Commissioner Paciulli referenced the draft copy of Article 14 Stream and Creek Buffer. The Commissioners discussed the size of the buffers on each side. Commissioner Stinnette requested that Commissioners Paciulli and Stein work through the details of paragraph four versus paragraph two and report back to the Planning Commission at another meeting. Daniel Galindo stated staff can review this quickly, and the Planning Commission can forward to the Council to delegate to the Tree and Beautification Committee if they choose to do so. Daniel Galindo added if the Planning Commission makes a formal recommendation to Council that this would require a public hearing; however, if the item is forwarded as an informal document for further direction from Council, no hearing is required. Commissioner Paciulli added that he and Commissioner Stein will also be reviewing steep slopes. Chairman McCollum requested that the public hearings be held at the same time. Commissioner Stein clarified that she and Commissioner Paciulli would review the stream and creek buffer as well as steep slopes and report back to the Commissioners in the next meeting or two.

CITIZEN COMMENTS:

None

CHAIRMAN'S COMMENTS & COUNCIL REPRESENTATIVE'S REPORT:

Chairman McCollum stated that two of the Commissioners have attended the first session with Mike Chandler.

Chairman McCollum noted that Town Council will not meet next week due to spring break, and he would provide the Planning Commission update next month.

PLANNING COMMISSIONERS' COMMENTS:

Commissioner Bledsoe noted that he will be on vacation for the first meeting in April.

Commissioner Van Istendal thanked the Town for the training course. Commissioner Van Istendal reminded the Commissioners that everyone signed Codes of Conduct and pointed this out because of the number of interruptions during tonight's meeting.

Commissioner Ogelman added that this was a different meeting than those in the past and feels the back and forth was valuable.

APPROVAL OF MINUTES:

a) March 3, 2016 Regular Meeting

Commissioner Stein made a motion that the Planning Commission approve the minutes of the March 3, 2016 meeting in wave reading. The motion was seconded by Commissioner Bledsoe and approved. Commissioner Van Istendal abstained from the vote since he was absent for the meeting.

b) March 3, 2016 Work Session

Commissioner Stein made a motion that the Planning Commission approve the minutes of the March 3, 2016 Work Session in wave reading. The motion was seconded by Commissioner Ogelman. Commissioner Van Istendal abstained from the vote since he was absent for the meeting.

ADJOURNMENT:

With no further business, Commissioner Ogelman made a motion to adjourn the meeting at 9:13 PM. The motion was seconded by Commissioner Van Istendal and approved unanimously.

Doug McCollum, Chairman

Diana Hays, Town Clerk