

**PLANNING COMMISSION REGULAR MEETING
OCTOBER 6, 2016, 7:00 PM
TOWN HALL COUNCIL CHAMBERS**

The regular meeting of the Purcellville Planning Commission convened at 7:00 PM in Council Chambers:

PRESENT: Chip Paciulli, Planning Commissioner
Tip Stinnette, Planning Commissioner
EJ Van Istendal, Planning Commissioner
Britt Adkins, Planning Commissioner
Kelli Grim, Planning Commissioner and Council Liaison

ABSENT: Theresa Stein, Chairman
David Estey, Planning Commissioner

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

CALL TO ORDER AND PLEDGE OF ALLEGIANCE:

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

AGENDA AMENDMENTS:

None

COMMISSIONER DISCLOSURES:

None

PUBLIC HEARING:

None

PRESENTATIONS:

None

DISCUSSION ITEMS

None

ACTION ITEMS:

None

INFORMATION ITEMS:

a) Status of Priority Work Items

Daniel Galindo noted he had no information to add other than what is included with the staff report.

Commissioner Grim asked for clarification on the stream and buffer ordinance text amendment that was going to public hearing and if the Town Attorney had seen it and provided comments. Daniel Galindo discussed the status of the text amendment.

CITIZEN COMMENTS:

None

COUNCIL REPRESENTATIVE'S REPORT:

Commissioner Grim noted that on Sept. 21 at the Village Case subdivision solar panels were installed on the rooftop of the home donated by HeroHomes. Commissioner Grim added that there are green energy alternatives that will become primary in residential and commercial construction over the next ten years and suggested the Commissioners look at the property.

Commissioner Grim stated that at the Sept. 27 Town Council Meeting, Council directed the Town Attorney to draft the resolution that will provide clear direction to the Planning Commission to move forward with review and revisions to the zoning ordinance including stream and creek buffer, height limit reductions in the C-4 central commercial district, civil penalties, landscape buffering open space and tree preservation/limits of clearing in commercial districts. Commissioner Grim added that there currently is not a policy that provides clear direction to the Planning Commission that relates to the Town Council providing their priorities and how the process works.

Commissioner Grim noted that on Oct. 27 from 6:30 – 8:30 PM at Town Hall is a utility rate setting workshop and invited the Planning Commissioners to attend.

Commissioner Stinnette clarified the proposed process for zoning ordinance text amendments and asked about the protocol going forward with ideas that the Planning Commission comes up with. Commissioner Grim stated that is what she will present and Council realizes there has not been a policy for the Planning Commission and Council to understand. Commissioner Stinnette clarified that the protocol Commissioner Grim is setting up with the stream and creek buffer is the protocol that she wants to apply to all

ideas prior to going to public hearing. Commissioner Grim stated a proposal is different than advising the Council that something is ready for a public hearing, and that if the Planning Commission wants to initiate making a change, it would be part of the new policy. Commissioner Grim added that items would not move forward to public hearing without Council's approval.

CHAIRMAN'S COMMENTS:

None

PLANNING COMMISSIONERS COMMENTS:

Commissioner Van Istendal thanked everyone for covering in his absence.

APPROVAL OF MINUTES:

- a) **September 1, 2016 Work Session**
- b) **September 8, 2016 Joint Work Session with Town Council**
- c) **September 15, 2016 Regular Meeting**

Commissioner Stinnette motioned to approve the minutes and waive reading. The motion was seconded by Commissioner Grim for discussion purposes.

Commissioner Grim stated that on page 2 of the Sept. 1 minutes in the second paragraph starting with line 4 states that the majority was in favor of three story height limits. Dan Galindo stated he would look into it. Commissioner Grim clarified that the empowering the BAR with text changes is different and that the minority prefer to be flexible with building heights based on perceived height. Commissioner Stinnette added that there was not a vote to determine and the second is that a consensus wasn't reached if the BAR should be empowered to make text changes. Commissioner Grim added that a sort of poll was done and the larger majority present preferred to see a height limit in the downtown district at three stories. Commissioner Grim summarized that it should read that three stories or less was discussed and it was not an issue with the majority of the Planning Commissioners. In reference to empowering the BAR with text changes, Commissioners Stinnette and Grim stated it should read that they support empowering the BAR to make revisions to their design guidelines.

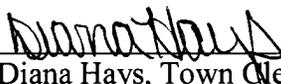
Commissioner Grim made a friendly amendment to make the noted revisions. Commissioner Stinnette approved the friendly amendment. The motion passed 5-0 with 2 absent.

ADJOURNMENT:

With no further business, Commissioner Stinnette made a motion to adjourn the meeting at 7:29 PM. The motion was seconded by Commissioner Grim and carried 5-0 with 2 absent.



Chip Paciulli, Vice Chairman



Diana Hays, Town Clerk