

**MINUTES**  
**PURCELLVILLE PLANNING COMMISSION MEETING**  
**THURSDAY, JULY 20, 2023, 6:30 PM**  
**TOWN HALL HERITAGE ROOM**

Meeting video can be found at the following link: <https://purcellvilleva.new.swagit.com/videos/267483>

**COMMISSIONERS PRESENT:**

Nan Forbes, Chair/Commissioner  
Ed Neham, Vice Chair/Commissioner (*via remote participation due to medical condition*)  
Ron Rise, Commissioner  
Brian Green, Commissioner  
Nedim Ogelman, Commissioner

**COMMISSIONERS ABSENT:**

Jason Dengler, Commissioner  
Christopher Bertaut, Town Council Liaison

**STAFF PRESENT:** Interim Zoning Administrator, Martha Semmes, Planning Manager, Boyd Lawrence, Planning Operations Coordinator, Jordan Andrews

**CALL TO ORDER:**

Chair Forbes called the meeting to order at 6:35 PM. The Pledge of Allegiance followed.

**AGENDA AMENDMENTS:**

None.

**COMMISSIONER DISCLOSURES:**

Chair Forbes read the following statement, "*Pursuant to Code of Virginia 2.2-3708.3 and Town of Purcellville Resolution 21-06-06, Mr. Neham has requested to participate in this meeting by electronic communication from a remote location that is not open to the public. Due to a medical condition, Mr. Neham will be participating in this meeting remotely from his home. As required by law, a physical quorum of the Planning Commission is present in the Heritage Room, and Town Staff have arranged for the voice of Mr. Neham to be heard by all persons in the Heritage Room. Mr. Neham made the request within the timeframe required by policy and the Town Attorney has determined that his request meets the requirements for remote participation. The Planning Commission will record in its minutes the reason for Mr. Neham's remote participation and the location from which he participated.*"

**CITIZEN COMMENTS:**

Casey Chapman, 125 Hirst Rd- Concerns related to Zoning Ordinance Rewrite

**DISCUSSION/INFORMATIONAL ITEMS:**

**a. Zoning Ordinance Rewrite Continued**

Commissioners continued working through the draft zoning ordinance document chronologically by chapter. Individual Commissioner comments can be found online with the agenda materials and on file in the Town Clerk's office.

Commissioners collectively addressed comments from pages 149 through 158 of the draft zoning ordinance. A summary of those comments and references to individual Commissioner's comments can be found attached to these meeting minutes. The full draft zoning ordinance, to which these comments refer, can be found online with the agenda materials and on file in the Town Clerk's office.

**PLANNING STAFF REPORT:**

Planning Manager, Boyd Lawrence gave a brief update on planning projects as printed in the agenda materials. Commissioner Ogelman inquired regarding the recent Valley Springs Development construction South of Town.

**COUNCIL REPRESENTATIVE'S REPORT:**

None.

**COMMISSIONER COMMENTS:**

Chair Forbes inquired regarding any update to Vineyard Square and Hatcher Avenue development projects.

**NEXT MEETINGS:**

Planning Commission meeting of Thursday, July 27<sup>th</sup>, 2023, September 7<sup>th</sup>, 2023, September 21<sup>th</sup>, 2023.

**ADJOURNMENT:**

With no further business, Commissioner Rise made the motion and the meeting was adjourned 9:36 PM.



Jordan Andrews, Planning Operations Coordinator



Nan Forbes, Chair  
9/7/23

<b>Page 147: Commented [M163]</b>	<b>Meeting</b>	<b>7/13/2023 7:02:00 PM</b>
"Mixed use neighborhood scale"		
<b>Page 147: Commented [M164]</b>	<b>Meeting</b>	<b>7/13/2023 7:14:00 PM</b>
R.R. Define "under cover"		
<b>Page 147: Commented [M165]</b>	<b>Meeting</b>	<b>7/13/2023 7:20:00 PM</b>
R.R. speak to other districts?		
<b>Page 147: Commented [M166]</b>	<b>Meeting</b>	<b>7/6/2023 9:26:00 PM</b>
R.R. check FBR standards		
<b>Page 147: Commented [M167R166]</b>	<b>Meeting</b>	<b>7/13/2023 7:21:00 PM</b>
N.O. justifying 10k from comp plan		
<b>Page 147: Commented [M168]</b>	<b>Meeting</b>	<b>7/13/2023 7:49:00 PM</b>
N.O. proposes drive through only by SUP in MC		
<b>Page 148: Commented [M169]</b>	<b>Meeting</b>	<b>7/13/2023 7:30:00 PM</b>
R.R. reference design guidelines? "as determined by BAR"		
<b>Page 148: Commented [M170]</b>	<b>Meeting</b>	<b>7/13/2023 7:31:00 PM</b>
N.F. add odor		
<b>Page 148: Commented [M171]</b>	<b>Meeting</b>	<b>7/13/2023 7:32:00 PM</b>
R.R. define decibel level?		
<b>Page 148: Commented [M172]</b>	<b>Meeting</b>	<b>7/13/2023 7:34:00 PM</b>
J.D. remove the term "landscaping", not effective		
<b>Page 148: Commented [M173]</b>	<b>Meeting</b>	<b>7/13/2023 7:34:00 PM</b>
R.R. Where did this come from?		
<b>Page 148: Commented [M174]</b>	<b>Meeting</b>	<b>7/13/2023 7:55:00 PM</b>
R.R. will this be replaced by FBS?		
<b>Page 148: Deleted</b>	<b>Meeting</b>	<b>7/13/2023 7:48:00 PM</b>
nor contain less		
i.		
<b>Page 148: Inserted</b>	<b>Meeting</b>	<b>7/13/2023 7:48:00 PM</b>
nor more		
i.		
<b>Page 148: Commented [M175]</b>	<b>Meeting</b>	<b>7/13/2023 7:49:00 PM</b>
State minimum sq ft?		
<b>Page 149: Commented [AJ176]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:24:00 PM</b>
Clarify between uses and definitions		
<b>Page 149: Commented [AJ177R176]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:27:00 PM</b>
Separate buildings and dwelling		
<b>Page 149: Commented [AJ178]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:36:00 PM</b>
N.O. remove, no longer allow apartments in MC?		

<b>Page 149: Commented [AJ179]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:35:00 PM</b>
<b>Page 149: Commented [AJ180]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:30:00 PM</b>
See R.R. comments		
<b>Page 149: Commented [AJ181R180]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:30:00 PM</b>
N.O. define min and max # of units		
<b>Page 149: Commented [AJ182R180]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:41:00 PM</b>
Call apartment building? N.O.		
<b>Page 149: Commented [AJ183R180]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:42:00 PM</b>
Staff will look for language		
<b>Page 150: Commented [AJ184]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:33:00 PM</b>
N.F. how much less?		
<b>Page 150: Commented [AJ185R184]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:33:00 PM</b>
Staff will review		
<b>Page 150: Commented [AJ186]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:49:00 PM</b>
Separate duplex and townhomes		
<b>Page 151: Commented [AJ187]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:54:00 PM</b>
Cross check with FBS		
<b>Page 151: Commented [AJ188R187]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 7:57:00 PM</b>
This type of info should be in the district regs		
<b>Page 152: Commented [AJ189]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:00:00 PM</b>
Hyperlink from use table?		
<b>Page 152: Commented [AJ190]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:20:00 PM</b>
See reference?		
<b>Page 153: Commented [AJ191]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:21:00 PM</b>
Check		
<b>Page 153: Commented [AJ192]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:33:00 PM</b>
Add map from existing zoning ordinance?		
<b>Page 153: Commented [AJ193R192]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:33:00 PM</b>
N.O. yes		
<b>Page 153: Commented [AJ194R192]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:35:00 PM</b>
Split to dtn and dts, eliminate redundancies		
<b>Page 153: Commented [AJ195]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:42:00 PM</b>
Staff research?		
<b>Page 153: Commented [AJ196]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 8:42:00 PM</b>
<b>Page 153: Commented [AJ197]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 9:17:00 PM</b>
R.R. too vague?		

<b>Page 154: Commented [AJ198]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 9:24:00 PM</b>
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Add colon, our indent the next sub list

<b>Page 156: Commented [AJ199]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 9:25:00 PM</b>
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STARTING POINT

<b>Page 158: Commented [AJ200]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 9:09:00 PM</b>
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Nan would suggest no more than 3, all vehicles parked on site—at the discretion of the zoning administrator

<b>Page 158: Commented [AJ201R200]</b>	<b>Andrews, Jordan</b>	<b>7/20/2023 9:14:00 PM</b>
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No commercial vehicles

Header and footer changes
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Text Box changes
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Header and footer text box changes
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Footnote changes
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Endnote changes
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