

**Town of Round Hill
Planning Commission Meeting
September 9, 2014
7:00 p.m.**

A regularly scheduled meeting of the Town of Round Hill Planning Commission was held Tuesday, September 9, 2014, at 7:00 p.m. at the Town Office – 23 Main Street, Round Hill, Virginia.

PLANNING COMMISSION MEMBERS PRESENT

Manuel Mirabal, Chairman
Douglas Bird (arrived @ 7:06 p.m.)
Stephan Evers
Christopher Prack
Elizabeth Wolford

STAFF MEMBERS PRESENT

Melissa Hynes, Town Planner/Zoning Administrator

MEMBERS OF THE PUBLIC PRESENT

Mary Anne Graham
Clark Klipple
Margaret O'Brien
Scott Ramsey
Mary Fletcher
John Fletcher
Mark Thomas
Rodion Iwanczuk
Jack Frear
Betty Dodge
Clinton Chapman
Sven Johnson
Eileen Perry

IN RE: CALL TO ORDER

Chairman Mirabal called the meeting to order at 7:03 p.m. Roll Call was held, and it was determined that a quorum was present.

IN RE: PLEDGE OF ALLEGIANCE

Commission Member Wolford led those present in the Pledge of Allegiance.

IN RE: APPROVAL OF AGENDA

Commission Member Wolford moved **that the Agenda for the September 9, 2014 Planning Commission regular meeting be approved as submitted;** Commission

Member Evers seconded the motion. The Agenda was approved 4-0, with Commission Member Bird absent. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Manuel Mirabal	Aye
Douglas Bird	Absent
Stephan Evers	Aye
Christopher Prack	Aye
Elizabeth Wolford	Aye

Chairman Mirabal noted the attendance of the Mayor and Vice-Mayor of Round Hill at this evening's meeting.

IN RE: DISCLOSURES AND COMMISSIONERS' COMMENTS

This item was not addressed.

IN RE: APPROVAL OF MINUTES

1) Regular Meeting of August 5, 2014

Commission Member Wolford noted that, on page three, under New Business – Election of Officers and Schedule Adoption, the phrase *...only the election of officers is required*, should read *...only the election of the Planning Commission Chairman is required*. Commission Member Wolford moved **that the Commission approve the minutes of the Planning Commission meeting for August 5, 2014, as amended**; Commission Member Prack seconded the motion. The minutes were approved by a vote of 4-1, with Commission Member Bird abstaining. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Manuel Mirabal	Aye
Douglas Bird	Abstain
Stephan Evers	Aye
Christopher Prack	Aye
Elizabeth Wolford	Aye

IN RE: PUBLIC INPUT SESSION

A. Creekside at Round Hill Subdivision

Loudoun County Application ZCPA 2014-0003

Town Planner/Zoning Administrator Hynes presented an overview of this project. Ms. Hynes began by introducing herself, as she is the new Town Planner/Zoning Administrator for Round Hill. Ms. Hynes pointed out the location of the parcel on a map, and noted the importance of hearing the history of the project as well as how it stands at present. Town Planner/Zoning Administrator Hynes noted that the Applicant's representatives are in attendance at this evening's meeting. Town Planner/Zoning Administrator Hynes explained by-right zoning; noting that, in 2005, the original developers asked for an increase in density, and thus could not develop by-right. Ms. Hynes highlighted that this is a County property which borders the

Town. Town Planner/Zoning Administrator Hynes briefly explained how proffers work, and noted some of the proffers made in 2005. It was explained that proffers are always in existence, regardless of who owns the land. Ms. Hynes explained that there is now a new builder; that builder wants to change the concept plan of the subdivision. It was explained that the concept plan was also proffered. Town Planner/Zoning Administrator Hynes presented a diagram of the original plan side-by-side with the new plan and explained the differences between the two. Ms. Hynes discussed the park land/open space proffered (the Village Green and the Creekside Preserve), noting that a proffered playing field was later split into two playing fields and a civic use lot. It was noted that the Village Green consisted primarily of a storm water pond with benches and trees. Town Planner/Zoning Administrator Hynes explained that the new concept plan removed the playing fields, and dedicated the proffers to the home owners' association, rather than the Town as originally proposed. Ms. Hynes explained that this development was originally geared toward providing some affordable housing units and housing for seniors; the new plan doesn't provide the affordable dwelling units/senior housing. Town Planner/Zoning Administrator Hynes explained a County program established to assist potential buyers in purchasing affordable housing units; she explained that the new proposal does not contain the affordable dwelling units, and that the developer has proposed a new proffer which will provide funds to this County program. Ms. Hynes explained that, essentially, that money would leave Round Hill. Town Planner/Zoning Administrator Hynes presented a diagram of the new plan's proposed courtyard arrangement and compared it to the original patio concept. She then explained the type of feedback Staff is looking for. It was noted that preliminary comments were forwarded to County staff last week, and additional comments are due at the end of this week. Town Planner/Zoning Administrator Hynes explained issues regarding this development which are of concern to her. Town Planner/Zoning Administrator Hynes then asked the developer's representatives to provide their presentation. Mr. Ed Wormald, Mr. Mike Wiley and Mr. Mark Thomas are the representatives from the developer in attendance at this evening's meeting. Mr. Wormald began their presentation by providing a brief history of his company, Creekside Land, LLC. Mr. Wormald noted that a prime emphasis of the company is to provide housing for seniors/empty-nesters, but that they do not age-restrict their communities. Their recommendation to Round Hill is to provide various house sizes and let the market dictate what it built. Mr. Wormald provided a presentation of their vision for the property (in the form of a slide presentation). The presentation covered the following: site location; proposed plan (explaining the courtyard concept); a Wormald Company overview, highlighting the elements that they feel differentiate them from other developers; locations of their developments; sample exterior elevations; sample interiors; some of their existing communities, focusing on courtyards; courtyard design; retained design elements; concept designs for this project, noting that all houses contain first floor master suites; how their homes will integrate with the existing homes on Route 719; and a market analysis, emphasizing age demographics. Mr. Mark Thomas, of Pennoni Associates, Inc., then provided a presentation highlighting changes made to the original plan, and the reasons for those changes. Some of the changes discussed were: why there will be a home owners'

association, and what their maintenance responsibilities will be; trail improvements; use of the civic lot; reasons for not including athletic fields; and adding to the Town's water supply. Mr. Thomas explained a proposed raw water line in response to a citizen's question; Mayor Ramsey elaborated upon this, noting that a well house currently situated on her land would no longer be needed. The same citizen, Ms. Eileen Perry, asked where the extension of Greenwood Drive would go, which was explained. Ms. Perry also expressed her concern with flooding issues on her property. Town Planner/Zoning Administrator Hynes then opened the public input session. The following citizens spoke and offered the following comments:

- 1) Eileen Perry, of Greenwood Drive, expressed her concern about the extension of Greenwood Drive, as well as issues of flooding at her house – noting that her main concern is the flooding, and that what the developer will do will improve this issue, not make it worse. Ms. Perry also asked about the proposed raw water line. Mayor Ramsey explained that this line moves water that has not yet been treated to the treatment plant, and that the well-house presently located on her property would no longer be necessary and would be removed.
- 2) Jack Frear, 33 Main Street, Vice-President of the Round Hill Volunteer Fire Department, asked the following: will all utilities be underground; will the subdivision receive water and sewer services from the Town; will there be hydrants in the area; will there be proper access for fire trucks and will the ponds be accessible for use in fighting fires; will the houses be outfitted with sprinklers; an explanation of the make-up of the courtyards, with the concern being that fire trucks be able to access homes without becoming stuck; who will provide snow removal and repairs to the roads.
- 3) Sven Johnson, 35460 Lee Drive, expressed his approval of the possibility of smaller one-story houses with less land to care for, for seniors who may be interested.
- 4) Frank Etro, 11 East Loudoun Street, stated that he was very involved with the development of the original project, and noted that the courtyard design seems much more useful. Mr. Etro noted that this project was developed with the original developer, who controlled lot sizes and what would be built on those lots; Mr. Etro noted that he understands that things change. Mr. Etro explained that the Town and the original developer were trying to ensure, with this plan, that the patio homes faced the streets; Mr. Thomas addressed this, highlighting the slope of the land in the area in question and landscaping which will be installed. Mr. Etro also spoke to the pond being installed in lieu of the originally proffered park, noting that it appears the park is being eliminated and asking how that is being offset. Mr. Etro asked if the setbacks originally proffered were being retained; it was noted that they are. Mr. Etro noted that the concern should be the size of each building lot. He also stated that the housing types should be mixed, in order to provide some homes for buyers of more modest means and to keep in tune with houses which already exist in the Town, noting that this was the original intent of

the plan for the subdivision. Mr. Etro asked if the original affordable housing proffer has been eliminated; Town Planner/Zoning Administrator Hynes stated that it has. Mr. Etro stated that it is a shame that the Village Green has been lost, noting that this was a selling point and gave the little community its identity; he stated his hope that the pond could take its place, and wouldn't be talked about but never developed. Mr. Etro spoke to connections to the Town, both roads and trails, noting that it seems the present developer intends to keep those, which is a good thing. Mr. Etro stated that he is curious why the original affordable housing proffer is being removed. Mr. Thomas spoke to the pond/Village Green issue. Mr. Etro asked if the Home Owners' Association will maintain the pond; Mr. Wiley stated that they will/they intend to do so. Mr. Etro stated that proffers need to be specific. In response to these concerns, Town Planner/Zoning Administrator Hynes explained the proffers as they now exist versus the original proffers, presenting a chart which compares the following: open space and playing fields; the raw water line; the water treatment facility; and additional acreage. Ms. Hynes noted that she cannot recommend removal of the playing fields and park land; the Town Council should discuss and then vote on this issue. Ms. Hynes also noted that those amenities were not discussed by the Wormald representatives here this evening. Town Planner/Zoning Administrator Hynes also addressed the need for a diversity of housing stock. Ms. Hynes asked to meet with the applicant in order for them to provide justification for the changes made to the proffers.

- 5) Terry O'Neill, 17205 Magic Mountain Drive, asked about plans for the existing stone wall, which provides a boundary between his property and the proposed development. Mr. Thomas replied that the wall will remain with additional landscaping provided. Mr. O'Neill asked where the trails will connect, which Mr. Thomas addressed.
- 6) Mary Fletcher, 68 Main Street, noted that her home is across the street from the proposed five houses that will face Main Street. Mrs. Fletcher asked if those houses will be similar in size and what those lot sizes will be, wondering if they will be in keeping with the half-acre lots which presently exist on her side of the street. Mrs. Fletcher spoke to the entrance from those lots onto Main Street, noting the danger of this stretch of Main Street/Route 719. Mrs. Fletcher also noted that she is "not thrilled" with the density of the development, and doesn't see how building more houses will add to the economy of the Town. In closing, Mrs. Fletcher noted that she is concerned with the size of those houses, and how far back from the road they will sit.
- 7) Betty Dodge, 71 Main Street, noted that her home is directly in front of one of the houses facing Main Street. Mrs. Dodge noted that originally there were three houses planned for that area, and now there are five. Mrs. Dodge stated that originally there was to be a 50 foot setback between her property line and the new houses, and noted that her concerns are: how close the new houses will be to their house, what will act as a buffer between her house and the new houses, and if the

front or the back of the new houses would be facing the back of her house. Mr. Thomas addressed those issues.

Chairman Mirabal then asked to review the drawing of the original plan; discussion of buffers between existing houses on Main Street/Route 719 and the new houses ensued. Mr. Wormald explained the proposed change of construction hours, which was a concern of many in attendance. The question of the location of the construction entrance was raised; it was noted that all construction traffic will enter/exit from Evening Star Drive. There was also concern regarding the construction noise. Commission Member Prack asked when the barricade from Route 719 would be removed; Mr. Thomas noted that that would take place upon the completion of 80 homes. Town Planner/Zoning Administrator Hynes asked how the connection to Woodgrove Road would be implemented. Commission Member Prack asked for the target date for construction to begin, noting the upcoming Main Street Enhancement Project and Franklin Park Trail Project and the need to minimize construction traffic on Main Street due to this work. No further comments from the public were received. It was noted that all comments will go to the developer, and this will be discussed again at a future Planning Commission meeting. Mayor Ramsey explained the Public Hearing process, noting that this will be a County process and the Town is a referral agency. Mr. Iwanczuk, Senior Planner with the Loudoun County Department of Planning, explained that the earliest a Public Hearing on this development could be held would be December 2014. Mr. Wormald asked to respond to concerns raised at this evening's meeting; he explained why he presented the project as he did, addressed the ADU question, and explained information the County relayed to them regarding this development. Mr. Wormald stated that they would be willing to further address these issues. Mr. Wormald also spoke to homes in Round Hill presently for sale and who is predominantly buying homes here. He noted that they feel their proposed development is providing for diversification for prospective home owners. Mr. Thomas stated that the proffers are a work in progress, and that they *are* here to change the original plan and will continue to work on this. Mr. Wormald and Mr. Thomas addressed the discrepancies in the proffers as presented by Town Planner/Zoning Administrator Hynes. Mayor Ramsey asked about the overall project size and the change in acreage in regards to the density; this issue was addressed by Commission Member Prack, Mr. Thomas and Town Planner/Zoning Administrator Hynes. Mr. Thomas stated that they will respond formally to these comments. Mr. Wormald offered to provide tours of their existing developments in the area. Chairman Mirabal then closed the Public Input Session, thanking the residents for their comments and the Creekside representatives for attending.

Chairman Mirabal called the meeting to order again at 9:23 p.m. Mr. Mirabal asked Commission Members Bird and Prack, and Town Planner/Zoning Administrator Hynes and Mayor Ramsey to serve on a subcommittee to address the Creekside project.

IN RE: REVIEW OF THE DRAFT WORK PLAN FOR THE 2015 COMPREHENSIVE PLAN

Town Planner/Zoning Administrator Hynes stated that she feels the best way to review the Comprehensive Plan is to break it down by topic. Ms. Hynes elaborated upon the

feedback loop, noting that the Land Use Committee and the Planning Commission will provide comments and feedback for the plan, which will then be presented to the Town Council; this will be done on a monthly basis. Following this, the plan will be reviewed by the Planning Commission once more, and then filed in a draft Comprehensive Plan file. The goal, at the end of six to nine months, is to compile a final document which the Planning Commission will again review and recommend for approval to the Town Council. Public input sessions may be held, following which the completed plan will be adopted. Town Planner/Zoning Administrator Hynes explained to Commission Members a discussion she and Chairman Mirabal had regarding this, noting that they discussed various topics and how they would be considered in the Comprehensive Plan review. Possible re-zonings and their impact upon the Comprehensive Plan were briefly discussed. Protecting the history of the Town and embracing the future were discussed as well. Town Planner/Zoning Administrator Hynes noted that the present Comprehensive Plan contains great language, and that the Planning Commission needs to use existing language they like and add new language to it. Ms. Hynes explained that the process to complete this project will take approximately twelve to fifteen months. Town Planner/Zoning Administrator Hynes noted that the Land Use Committee still needs to review the draft work plan and provide comments, and that the Planning Commission needs to do this as well; following that the Town Council needs to approve the Work Plan.

IN RE: LAND USE COMMITTEE REPORT

Town Planner/Zoning Administrator Hynes presented this report and her Town Planner/Zoning Administrator's Report together. It was reported that work is being done on the site plan for Sleeter Lake Park, and that possible grant funding is being pursued; the application deadline for this grant is October 1, 2014. Ms. Hynes also reported that a second grant possibility exists, and provides a longer lead time. Commission Member Prack reported on a presentation made by the Virginia Department of Game and Inland Fisheries, dealing with grant funding which is available provided the lake retain its use as a fishing lake. Vice-Mayor Graham asked if rowing activities would be precluded by the receipt of such a grant; Town Planner/Zoning Administrator Hynes noted that it would not. Chairman Mirabal asked who would be responsible for environmental management of the lake; Commission Member Prack noted that this question, as well as the question of daily management, are unanswered at this time. Town Planner/Zoning Administrator Hynes presented possibilities for management. It was noted that discussion of this project is already underway in the Land Use Committee. Commission Member Prack discussed the original intentions for the project, as well as how this will be handled now, knowing the interest this project will generate. Mr. Prack noted that Supervisor Clarke invited the representative of the Department of Game and Inland Fisheries to a recent meeting regarding this project. Town Planner/Zoning Administrator Hynes discussed the Main Street Enhancement Project, noting that a meeting will be held tomorrow regarding this; property owners affected by Phase I of the project have been invited. Necessary easements (both construction and permanent) were discussed; Commission Member Prack explained how this subject will be presented to each property owner. Mr. Prack also reported that only a few permanent easements will be required. Town Planner/Zoning Administrator Hynes reported that she will meet with County

representatives regarding the Franklin Park Trail Project on Friday, and that the Town Engineer will also attend that meeting. The next Public Information Session regarding this project will be held at the Town Office on October 2, 2014. Town Planner/Zoning Administrator Hynes reported that the Creekside development was discussed at the Land Use Committee meeting, as was the commercial lot on the east side of Town. The developers of that commercial lot were asked to provide a concept plan. Town Planner/Zoning Administrator Hynes noted that she worked on the Comprehensive Plan, and that the Creekside project took up most of her time. Chairman Mirabal and Commission Member Wolford commended Ms. Hynes for her work on Creekside. Commission Member Prack reported on business discussed at the Land Use Committee meeting.

IN RE: DRAFT AGENDA FOR THE NEXT PLANNING COMMISSION MEETING

- Creekside – Final Comments from Loudoun County
- PDCC Meeting

Chairman Mirabal asked how long the developer of Creekside has to respond to comments; it was noted that they have thirty days. Mr. Iwanczuk, of the Loudoun County Department of Planning, explained the process for Creekside going forward, noting that they have already applied for the cash-in-lieu option. Town Council Member Klipple noted that the Creekside developers sell that the Home Owners' Association will take care of many maintenance issues, which makes him wonder how expensive the HOA fees will be; Mr. Klipple wondered how this could affect possible affordable housing units. The County representative discussed how affordable housing units are handled now. The Creekside development was again briefly discussed, with it being noted that the developer is still in the process of purchasing the land.

IN RE: ADJOURNMENT

The meeting was adjourned by Chairman Mirabal at 10:04 p.m.

Respectfully submitted,

Manuel Mirabal, Chairman

Debra McDonald, Recording Secretary