

**Town of Round Hill
Planning Commission Meeting
January 14, 2020
7:00 p.m.**

A meeting of the Town of Round Hill Planning Commission was held Tuesday, January 14, 2020 at 7:00 p.m. at the Town Office – 23 Main Street, Round Hill, Virginia.

Planning Commission Members Present

Manuel Mirabal, Chairman
Beth Caseman
Stephan Evers
Michael Hummel
Todd Tschantz

Staff Members Present

Melissa Hynes, Town Administrator/Zoning Administrator
Danielle Albright, Town Planner
Martha Mason Semmes, Deputy Zoning Administrator
Maureen Gilmore, Town Attorney

Members of the Public Present

Brad Byrd	Gil Paist
Jennifer Casey	Clinton Chapman
Evan McCarthy	Wes Cantrall
Al van Huyck	Cheri Holdredge
Kim Hurst	Rod Appleton
Brody Barrett	Paul Casey
Bjorn Waldron	Jordan Smith
Grace Wigfield	Paul Smith

Mary Anne Graham, Vice-Mayor, Town of Round Hill

IN RE: CALL TO ORDER

Chairman Mirabal called the meeting to order at 7:08 p.m. Roll Call was held; with all Planning Commission members present, a quorum was established.

IN RE: PLEDGE OF ALLEGIANCE

Vice-Mayor Graham led those present in the Pledge of Allegiance.

IN RE: PUBLIC COMMENT

Mr. Gil Paist, of 37239 Grassroots Lane, Purcellville, spoke, noting that he serves as an executive with Tree of Life Ministries, and served on the Purcellville Planning Commission for five years. Mr. Paist stated that two of the core components for a planning commission are managing change and fulfilling the comprehensive plan, noting that the comprehensive plan serves as a vision for the whole community. Mr. Paist spoke to a 2018 Zoning Ordinance Amendment in Round Hill,

for which the Town relied upon its Comprehensive Plan; Mr. Paist then read from the *Objectives and Strategies* portion of the Town's Comprehensive Plan regarding provisions for housing, citing this in relation to the Planning Commission's responsibility to manage change, specifically at the motel parcel on the eastern entrance to the Town. Mr. Paist noted that, currently, a variety of uses are approved for that parcel, and that the Text Amendment under consideration provides parameters for development there. Mr. Paist thanked the Planning Commission.

Mr. Brad Byrd, of 35179 Round Knoll Court, Round Hill, spoke in support of Tree of Life. Mr. Byrd spoke of the caring nature of Round Hill, and of the commitment of the school system to meeting the needs of special needs children in the communities it serves. Mr. Byrd stated that the proposal Tree of Life is considering will help to provide for these children when they are grown, as well as for senior citizens who wish to remain in Loudoun County.

Ms. Jennifer Casey, of 17238 Flint Farm Drive, Round Hill, spoke about her daughter, who has been diagnosed with high-functioning autism, and who would benefit from the proposal made by Tree of Life. Ms. Casey stated that this would fulfill a need in western Loudoun, and would provide for her daughter to live independently, with her parents nearby.

Mr. Al van Huyck, of Round Hill, stated that he believes the Planning Commission is trying to do the right thing, but feels this CPAM is not yet ready and asked that the Commission table the amendment. Mr. van Huyck spoke about preserving the eastern entrance to the Town, and voiced concerns that extension of water and sewer service to the parcels at the eastern entrance would create a situation in which the roads are not suitable for the amount of traffic which could be generated. Mr. van Huyck also spoke to potential future pressure for development, if water and sewer service are extended to these parcels at this time. Mr. van Huyck stated that he is deeply concerned that the Planning Commission's goals are not being adequately reflected in the amendment; he recommended that the Town work with the County, and take more time to consider the amendment. Mr. van Huyck suggested that addresses of subject properties be removed from the CPAM, due to the influence that information may have on property values. Mr. van Huyck also noted that Loudoun County is currently reviewing its AR-1 zoning requirements, and suggested that the Planning Commission may want to wait until that review has been completed before taking action on this CPAM. Mr. van Huyck noted that the County is currently conducting a study on affordable housing, and stated that this also makes it premature for the Town to pass this CPAM in the near future. In closing, Mr. van Huyck suggested that the Planning Commission may want to focus more, at this time, on the commercial parcel at the corner of Loudoun Street and Evening Star Drive. Mr. van Huyck thanked the Planning Commission.

Chairman Mirabal asked Mr. van Huyck if he is was aware that the CPAM is to go to the Town Council, following any action the Planning Commission may take on it this evening; Mr. van Huyck affirmed that he is aware of this process.

Ms. Kim Hurst, of 19343 Yellow Schoolhouse Road, Round Hill, stated that she is happy the Town is considering unmet housing needs, noting that the topic is discussed in general terms, but that the action being considered by the Town is targeted. Ms. Hurst further noted that she likes the approach being proposed by Tree of Life, in proposing a use for the property to serve a specific segment of the population, and stated that she supports this effort.

Mr. Brody Barrett, of 7 Church Street, Round Hill, spoke in support of the Tree of Life proposal, stating that Round Hill is the community in which he wants to raise his son, and that he wants his son to grow up with the elderly and disabled. Mr. Barrett stated that he strongly supports Tree of Life.

Ms. Grace Wigfield, of 18 West Loudoun Street, Round Hill, spoke in support of the Tree of Life proposal. Ms. Wigfield noted that her work with Special Olympics has given her insight into the requirements of special needs adults. Ms. Wigfield stated her belief that the community should stand by the proposal.

Mr. Wes Cantrall, of 17771 Airmont Road, Round Hill, spoke, noting that his home is near the "Fantasy Farm" parcel which has been included in the CPAM. Mr. Cantrall explained that he is primarily concerned with this parcel, and is opposed to bringing water and sewer service to the site. Mr. Cantrall stated his belief that extending utility service to the parcel would destroy the rural aspect of the Town; additionally, Mr. Cantrall noted, a previous extension of services to a nearby property raised the value of the property, resulting in the owner selling the parcel to a large developer. Finally, Mr. Cantrall noted that all traffic to the Airmont Road parcel would go through the intersection of Loudoun and Main Streets, which he stated would not be good.

Ms. Cheri Holdredge, of 205 Locust Grove Road, Round Hill, spoke in favor of the Planning Commission considering extension of utility service to the Weona Villa property. Ms. Holdredge spoke to the support of special needs students provided by the public school system, and stated that she hopes the Town will consider investing in this population, as well.

Mr. Jordan Smith, of 18312 Walsh Farm Lane, expressed his support for the amendment, stating that the Tree of Life proposal would help to bring the community together.

Mr. Paul Smith, of Bluemont, Virginia, Executive Director of Tree of Life Ministries, spoke, reporting that his organization, during the previous year, served 17,000 people. Mr. Smith noted that the need for affordable housing in Loudoun County is increasing, and that the proposal being put forth would help address this need.

Mr. Rod Appleton, of 18101 Yellow Schoolhouse Road, Round Hill, spoke in support of the vision of Tree of Life. Mr. Appleton explained that, as a realtor, he knows that many older residents cannot, at present, afford to stay here. Mr. Appleton also noted that his special-needs nephew would benefit from this proposal.

Mr. Michael Lannon, of Lake Point, Round Hill, spoke, noting that no one who has spoken this evening in support of the Tree of Life proposal resides in the Lake Point/Lakefield Road area. Mr. Lannon agreed that there are unmet housing needs in the County, but asked that the impacts of such a development on existing communities be taken into consideration. Mr. Lannon spoke of potential issues with traffic and infrastructure, and suggested that a Traffic Impact Analysis study be conducted. Additionally, Mr. Lannon suggested that research be conducted on the financial support which exists for these types of communities.

Mr. David Janney, of Purcellville, Virginia, spoke, explaining about his work with senior citizens in the area, particularly in the holding of Bible studies with them. Mr. Janney explained that, in

his senior citizen groups, the topic of housing needs is discussed, and noted that he is excited that Round Hill is considering doing this for senior citizens in the area.

There was no further public comment. Chairman Mirabal then closed this portion of the meeting, thanking those in attendance for being there and for providing their input. Mr. Mirabal provided a review of the timeline of this CPAM, noting that ten months have been spent on writing and reviewing the amendment. Chairman Mirabal stated that he is happy to have input provided by citizens, and that it was taken into account during the Planning Commission's deliberations, with changes made and the potential of more changes being considered. Chairman Mirabal noted that Round Hill is "ahead of the curve" in regard to Loudoun County's work on this proposal. Chairman Mirabal reiterated that he is grateful for the comments and proposals put forth by those in attendance.

IN RE: DISCLOSURES AND COMMISSIONERS' COMMENTS

There were no Disclosures and/or Commissioners' Comments.

IN RE: APPROVAL OF AGENDA

Commission Member Hummel requested that the *Adoption of the Meeting Calendar* be added to the Agenda for discussion; it was decided to include this as *Action Item "a."* Commission Member Hummel then made a motion **to approve the Agenda, as amended**; Commission Member Caseman seconded the motion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael Hummel	Aye
Beth Caseman	Aye
Manuel Mirabal	Aye
Stephan Evers	Aye
Todd Tschantz	Aye

IN RE: APPROVAL OF MINUTES

There were no minutes for approval.

Chairman Mirabal requested that the August 2019 minutes be provided to Commissioners prior to the next meeting, and that they be placed on the Agenda for approval at that meeting.

IN RE: BUSINESS ITEMS

a. CPAM 2019-01: Criteria for Water and Sewer Extension

Town Administrator/Zoning Administrator Hynes noted that action on this CPAM was postponed for thirty days, to allow for receipt of additional comment regarding the amendment, and that some comments were received. Additionally, Deputy Zoning Administrator Semmes reviewed Chapter Twelve of Round Hill's Comprehensive Plan and provided comments; those comments have been reviewed by the Planning Commission. The Planning Commission agreed to Staff making minor edits to the amendment, as recommended by Ms. Semmes.

Chairman Mirabal opened the floor to comments from Commissioners. Commission Member Evers stated his belief that Round Hill supports efforts to meet unmet housing needs; however, Mr. Evers noted, the language in the current draft of the amendment seems vague, and it seems that potential issues which may arise from this amendment may not have been adequately addressed. Commission Member Caseman noted that she shares Commission Member Evers' concerns, and stated her belief that, in considering three notably different parcels, adequate criteria may not be included in the draft language to address concerns for each of those parcels. Additionally, Ms. Caseman noted that the draft amendment does not contain adequate protections for the eastern entrance to Round Hill, in keeping with the *Route 719 South Area Plan*. Commission Member Caseman stated that some restrictions should be put in place.

Chairman Mirabal stated that the Commissioners' comments are well-taken, and noted that the more generalized language included in the CPAM was in keeping with the Town Council's request. Mr. Mirabal stated that the current language does present a dilemma, in regard to protecting the Town and its residents from future development which may not be in line with the Town's goals for development. Chairman Mirabal also noted the challenge faced by the Planning Commission in developing a Comprehensive Plan amendment without a specific proposal in-hand. Finally, Mr. Mirabal reminded Commissioners that the Planning Commission made the decision to include additional Land Bays, which was not directed by the Town Council's *Intent to Amend*.

Town Attorney Gilmore stated that it is not the Planning Commission's job to focus on any specific proposal, and that the Commission has the right to address multiple issues connected with potential uses at these sites. Ms. Gilmore further noted that this issue has evolved, and that the Planning Commission has the flexibility to address each Land Bay independently.

Discussion ensued regarding the most appropriate way to address the three Land Bays currently included in the Comprehensive Plan amendment, with it being noted that changes to the language in the current amendment, made in order to separate the Land Bays, would require another public hearing.

Commission Member Hummel noted the following: earlier in this process, the three Land Bays were separate; that he opposes an earlier proposal to bring these Land Bays into the Town limits, feeling that the parcels should remain in the County and under County zoning; that the amendment being considered would allow for Round Hill to *consider* extension of utility services, but does not require that extension; that Tree of Life Ministries came forward to spark this idea and ensuing discussion, and that the Town needs to make a decision on the possibility of extension of utilities, so that organization can move forward with the County process; and, that the twenty-acre parcel should be removed from the CPAM.

Members of the Planning Commission then discussed the possibility of removing all but the Weona Villa site from the amendment, and the possibility of including additional language to the amendment, with Staff providing guidance.

Chairman Mirabal then asked Commissioners how they would like to proceed; it was decided that the proposal provided by Deputy Zoning Administrator Semmes be used to forward this to the Town Council, and that the request be made for the Council to consider making additional changes.

Chairman Mirabal called for a recess at 9:00 p.m.; the meeting was reconvened at 9:15 p.m.

Commission Member Caseman then moved **that the Round Hill Planning Commission recommend approval of CPAM 2019-01, with the removal of Land Bays Eight and Nine, and requesting the development of additional criteria by the Town Council;** Commission Member Hummel seconded the motion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael Hummel	Aye
Beth Caseman	Aye
Manuel Mirabal	Aye
Stephan Evers	Aye
Todd Tschantz	Aye

IN RE: ACTION ITEMS

a. Planning Commission Meeting Schedule for 2020

Town Administrator/Zoning Administrator Hynes distributed a printed schedule for Commission Members' review. Discussion ensued regarding potential conflicts with some meetings, as currently scheduled; it was decided to cancel the February 2020 meeting, and to move the meetings for the months of May, July and November to one week later. Commission Member Hummel made a motion **to adopt the Meeting Schedule for 2020, with the changes noted;** Commission Member Evers seconded the motion. A vote was held; the motion was approved 5-0. The vote is recorded as follows:

<u>MEMBER</u>	<u>VOTE</u>
Michael Hummel	Aye
Beth Caseman	Aye
Manuel Mirabal	Aye
Stephan Evers	Aye
Todd Tschantz	Aye

IN RE: TOWN COUNCIL REPORT

Commission Member Hummel reported that the main focus of the Town Council has been its work on the FY2021 Budget.

IN RE: TOWN ADMINISTRATOR REPORT

Town Administrator/Zoning Administrator Hynes reported on the following:

- Ms. Joan Wolford has purchased the Old Furniture Factory building, on West Loudoun Street; she plans to use it as a food service location. Ms. Wolford's future plans for the property were outlined, with documents provided to the Planning Commission related to the change of use for the property. Ms. Hynes noted that the exterior of the building will not be changed. Commission Member Hummel reported that Mayor Ramsey has requested comment from Planning Commission Members regarding this proposal, with Town Administrator/Zoning Administrator Hynes requesting those comments by Friday.
- Work on the FY2021 Budget continues.

Commission Member Hummel reported that a Public Information Session for the proposed Boundary Line Adjustment effort was held with residents of Brentwood Springs, and that he feels the residents are open to this proposal. More meetings, with other neighborhoods, will be held.

- The Request for Proposal for a new building at the Wastewater Treatment Plan has been closed.
- Rehabilitation work on the Town Office building will be undertaken.
- Staff has been attending webinars and other training.
- Work continues on the Main Street Enhancement Project; it is hoped this project will begin this year.
- A meeting was held with Supervisor Buffington regarding various projects.
- Upcoming social events are the Hometown Festival and the Appalachian Trail Festival.

IN RE: NEXT PLANNING COMMISSION MEETING

a. March 3, 2020

Chairman Mirabal thanked Town Attorney Gilmore, Deputy Zoning Administrator Semmes, and Vice-Mayor Graham for their assistance this evening.

IN RE: ADJOURNMENT

The meeting was adjourned by Chairman Mirabal at 9:35 p.m.

Respectfully submitted,

Manuel Mirabal, Chairman

Debra McDonald, Recording Secretary