

**Town of Round Hill  
Planning Commission Meeting  
December 8, 2015  
7:00 p.m.**

The regular meeting of the Town of Round Hill Planning Commission was held Tuesday, December 8, 2015, at 7:00 p.m. at the Town Office – 23 Main Street, Round Hill, Virginia.

**PLANNING COMMISSION MEMBERS PRESENT**

Michael Hummel, Vice-Chairman  
Elizabeth Wolford  
Christopher Prack

**PLANNING COMMISSION MEMBERS ABSENT**

Manuel Mirabal, Chairman  
Stephan Evers

**STAFF MEMBERS PRESENT**

Melissa Hynes, Town Planner/Zoning Administrator

**MEMBERS OF THE PUBLIC PRESENT**

Bob Cizmada  
Karen Cizmada  
Mike Minshall  
Lori Minshall  
Clinton Chapman  
Mary Anne Graham, Vice-Mayor, Town of Round Hill  
Ryan Stanton  
Carrie Stanton  
Jeffrey Lawrence  
Ted Britt  
Robyn Reid  
Dan Botsch  
Alan Hansen  
Martha Mason Semmes  
Mark Thomas

**IN RE: CALL TO ORDER**

Vice-Chairman Hummel called the meeting to order at 7:11 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: DISCLOSURES AND COMMISSIONERS' COMMENTS**

Vice-Chairman Hummel included in the record that he received a call, approximately one week ago, from Mr. Ted Britt, who is a potential applicant for the Eastern Commercial District. A conversation ensued regarding meetings and discussions held pertinent to the Eastern Commercial District.

**IN RE: APPROVAL OF AGENDA**

Vice-Chairman Hummel suggested that Business Items A and B be reversed, in order to allow the Loudoun Design Cabinet to make their presentation first; additionally, Mr. Hummel suggested that Business Item C be changed to Presentation of Comments by the Vice-Mayor, with the last two Business Items to follow. Commission Member Wolford then made a motion that **we approve the Agenda, as amended**; Commission Member Prack seconded the motion. A vote was held; the motion was approved 3-0, with Chairman Mirabal and Commission Member Evers absent. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Manuel Mirabal	Absent
Stephan Evers	Absent
Michael Hummel	Aye
Christopher Prack	Aye
Elizabeth Wolford	Aye

**IN RE: APPROVAL OF MINUTES**

**A. November 17, 2015**

Vice-Chairman Hummel noted the following changes: on page one, *Round Hill Partners, LLC* should be referred to as *Round Hill Partners Group, LLC* (this error occurred three times in the section); also, on page seven, Paragraph "C," the term *Concept Plan* is capitalized, but should not be (this error occurred several times throughout the paragraph). Mr. Hummel noted that this term should be denoted in a way which does not suggest that an actual, set document has been submitted; Commissioner Wolford suggested using the term *draft concept plan*. Vice-Chairman Hummel then made a motion **to approve the minutes with the changes noted**; Commission Member Prack seconded the motion. A vote was held; the motion was approved 2-1, with Chairman Mirabal and Commission Member Evers absent, and Commission Member Prack abstaining. The vote is recorded as follows:

<b><u>MEMBER</u></b>	<b><u>VOTE</u></b>
Manuel Mirabal	Absent
Stephan Evers	Absent
Michael Hummel	Aye
Christopher Prack	Abstain
Elizabeth Wolford	Aye

## **IN RE: BUSINESS ITEMS**

### **A. Special Presentation by Loudoun County Design Cabinet**

Vice-Chairman Hummel stated that the Planning Commission is happy to have this group at this evening's meeting, and is excited about the work done by the group. The presentation began by each member of the Loudoun County Design Cabinet introducing himself/herself; Mr. Alan Hansen, Chair; Ms. Martha Mason Semmes, whose background is in urban planning and who presently serves as the Town Administrator for the Town of Middleburg; and, Mr. Mark Thomas, Architect for the firm Pennoni Associates, who has worked on the Creekside development under construction in Round Hill. Mr. Hansen presented a brief history of the development of the Loudoun County Design Cabinet, the idea for which was presented in 2002, and which was formed at the same time as the CEO Cabinet and the Science and Technology Cabinet. Mr. Hansen explained that members of the Design Cabinet represent a variety of disciplines, are not employed by the County, and are not selected by the Supervisors. There are presently three members of the Design Cabinet who have served since its inception in 2002. The job of the Design Cabinet is to support towns and major landowners in the County. Additionally, Mr. Hansen noted, everyone who serves on the Cabinet either lives and/or works in Loudoun County. Mr. Hansen explained that the Cabinet has come to Round Hill in response to a letter received from the Town, requesting help with various issues; a meeting was held with Town Planner/Zoning Administrator Hynes in which those issues were reviewed, with particular attention paid to the twelve acre Eastern Commercial District. It was noted that the Design Cabinet has worked with representatives of Round Hill in the past. Mr. Hansen explained that the group does not serve in a regulatory or legislative capacity, but is present to put forward input from fourteen professionals regarding possible uses of the Eastern Commercial District, and to discuss what the development of a commercial area can mean to a town. The representatives will talk about various physical aspects of the site, and Mr. Hansen will present three options developed at the design charrette. Ms. Mason Semmes then provided additional background on her work in Loudoun County, noting that she worked for the Loudoun County Department of Economic Development, served as the Planning Director for both Leesburg and Purcellville, and now serves as the Town Administrator for the Town of Middleburg. Ms. Mason Semmes presented the meaning of community economic development for this area, noting that there exist seven unique towns in the County, and that that uniqueness adds to the quality of life for residents. Western Loudoun is an attractor for businesses to locate in the area. Ms. Mason Semmes explained that a State of the Towns Report was produced by the Department of Economic Development in 2010; that report provided information on how the towns in western Loudoun contribute to the overall economy of the County, with it being noted that an important contributing factor of western Loudoun towns is their place as historic centers for the rural economy. Ms. Mason Semmes explained that a vibrant rural economy exists in western Loudoun today, with the growth of breweries, wineries and agro-tourism. It was noted that the Town of Middleburg contains a vibrant downtown area, although it has only 700 residents, who cannot support the business district on their own. Ms. Mason Semmes explained that, in the 1930's, there were many vacant lots in downtown Middleburg; however, growth there has taken place in such a way that it seems current businesses have been there throughout many past decades. It was explained that this has been a result of the town developing, and sticking with, a brand and vision for their development, highlighting the strong historic aspect of the town. Ms. Mason Semmes

noted that Round Hill has an appreciation for its history, small-town charm, and hospitality, and spoke to recent surveys which show a willingness on the part of residents to exercise patience in the development of the Eastern Commercial District. Ms. Mason Semmes also explained that Purcellville has absorbed much common commercial development. Mr. Hansen noted that, during an earlier visit to Round Hill it was explained that the town has been called the “Gateway to the Blue Ridge,” which he finds an excellent concept – to serve those availing themselves of the outdoor activities nearby. Mr. Hansen stated that that concept just needs to be more fully developed. Ms. Mason Semmes also explained that there can still be a variety of opportunities for promotion of the Town, the key is to be open to those opportunities. In closing her remarks, Ms. Mason Semmes explained that form and detail in proposed buildings is important, so that those buildings will fit in with existing ones. Mr. Hansen explained the concept of a “form-based code,” and explained how this was originally implemented in Arlington; it was noted that, under this model, uses may change, but the shape is agreed upon and largely remains the same. Ms. Mason Semmes reported that Middleburg invested in a market study (done by Kennedy Smith), and noted that she would be happy to share that study with Round Hill. Mr. Hansen and Ms. Mason Semmes noted that they want to be a resource to Round Hill, to provide help and answers to questions. Mr. Hansen then explained a “charrette,” noting that it denotes planning done during an intense period of time. Mr. Hansen then introduced Mr. Thomas, noting that he has been involved in work regarding to the Eastern Commercial District. Mr. Thomas explained that the discussion this evening centers on the twelve acre commercial parcel which is adjacent to The Villages of Round Hill (in response to a question from Mr. Jeff Lawrence). Mr. Thomas noted that the parcel has been owned by the same family for some time, and that those involved have been looking for uses of the parcel which will be in the best interests of the community, owners, developers, and the area. The areas surrounding the parcel were pointed out on a map, showing ¼ mile, ½ mile and one mile radii and what areas are “captured” inside those areas; Mr. Thomas noted that many of these areas will be within walking distance, once streetscape plans are completed. Mr. Thomas spoke to both existing and planned infrastructure which makes the parcel accessible by car, but also noted that there is not much visibility of the parcel from the bypass. Mr. Thomas explained that storm water from the parcel will largely drain into Sleeter Lake. The lowest point of the parcel was shown on a drawing, with it being noted that there is approximately 40 feet of rise from East Loudoun Street to the existing townhouses, which is significant in relation to the construction of large parking lots and large buildings. Mr. Thomas explained that the history of the property was a major part of the discussion at the charrette; the history of the Yorick and Eccles families was presented, with it being noted that Mrs. Eccles (née Yorick) and the Eccles family has remained involved in the potential development of the land, and that they wish this to be a legacy project. Mr. Thomas explained that these facts helped to drive some of the designs developed for the parcel. The Loudoun Design Cabinet representatives then provided their draft report to Planning Commission members, which outlined various concepts, and which took into account three major components: the ½ acre storm water pond, major roads which run parallel to the topography, and a proposed civic pavilion. Mr. Hansen explained that this is not a strip development, and compared it to the development of Great Falls, which is a village, not a strip center. Mr. Thomas elaborated upon various elements of the first plan, including a possible restaurant, a multi-use center, and a daycare center. Mr. Hansen explained that targets exist for building development and related parking requirements.

Mr. Hansen explained that the second proposed plan has much in common with plan #1, however it involves more clustering of buildings and the inclusion of more trees and other landscaping elements. Mr. Thomas further explained that this plan is structured around the proposed terrace which overlooks the pond, and the multi-use pavilion. In response to a question from an attendee, the construction of the storm water pond including safeguards to prevent flooding, were explained. Concept plan #3 calls for 104,000 square feet of development with parking for 130 cars. Included in this plan are uses for a second level on the buildings; this second level could be used for residential, two-level retail establishments, professional offices, a gym, and/or a two-level restaurant. Mr. Hansen noted that the potential second-level residential use could help provide affordable housing options. Ms. Mason Semmes explained how these shared uses may reduce the amount of parking required. Mr. Hansen provided a scenario in which the floor of the town green would be lower than street-level, which could possibly help in accounting for the slope of the parcel. Mr. Hansen further stated that, because these designs provide for a village-type development, the building could take place more slowly – building a few elements at a time. However, it was noted, this type of development requires “patient money.” Mr. Hansen explained that these concepts provide for a town center; additionally, he explained how a storm water pond can become a pleasant part of a development. Ms. Mason Semmes pointed out to the Planning Commission that these concept were created in one and one-half hours, and are not engineered plans; however, they do provide a beginning point for development at the site. Mr. Hansen explained the connectivity/walkability provided for in these plans. An attendee asked if the plans presented at this evening’s meeting are to scale; it was noted that they are. An attendee asked how the financing for such a development, which is to be built-out over time, would work; Mr. Hansen again explained that, in order to do this type of building, there must be “patient money” somewhere – either with the property owner or the purchaser. The Courthouse Square project in Leesburg was provided as an example of “patient money,” with it being noted that the Arundel family has been providing for financing of that project since its inception in 2000. It was also asked if, in this model, buildings are built to a certain design requirement, and then are leased to tenants; it was noted that that is generally correct. Mr. Hansen noted that the aim is to build on a plan over time, allowing for small adjustments, as needed. Ms. Mason Semmes stated that a commercial development at this site will require an “anchor;” however, that anchor need not be another grocery store. The Design Cabinet representatives spoke to the need for flexibility in planning for and building on this site, as well as the amount of time it may take for plans to come to fruition. Additionally, the need for workforce housing in the area was addressed. Mr. Hansen closed the Design Cabinet’s presentation by noting that these are basic concepts which were devised in only two meetings. Councilperson Botsch stated that it seems the Design Cabinet is steering the proposed development away from day-to-day uses, such as grocery stores, drug stores, etc., and toward businesses catering to “destination” uses; Mr. Botsch asked if that is the case. Ms. Mason Semmes stated her belief that there is still room in these plans for smaller day-to-day uses, such as a hair salon/nail salon/day spa. Mr. Hansen noted that there is room for creativity, and provided the example of a coffee/bicycle shop located in Herndon, and outfitters located in buildings in Purcellville which are adjacent to the W&OD Trail. Councilperson Botsch followed-up with a question regarding demographics – if they were looked at, and what demographics the Town can support. Ms. Mason Semmes explained that time did not permit a market study be conducted, but recommended that one be done;

she noted that Loudoun County may be able to assist with this. Another attendee asked about the costs of the proposed uses, which place an emphasis on community uses, and asked who will “foot the bill” for that; Mr. Hansen explained that determining financing will be the next steps in the process. The questioner also asked if there could be a design where the proposed uses “meet in the middle,” and work well for both the developer and the Town; Mr. Hansen noted that, during the limited time they had to work on this issue, they could only focus on form. The gentleman then asked who, specifically, asked that the Design Cabinet create and put forth these proposals; it was noted by Town Planner/Zoning Administrator Hynes that this was done as part of the update of the Comprehensive Plan. The attendee noted that the plan put forth by his group (Round Hill Partners Group, LLC) has, in these discussions, been portrayed as a strip center, and that that is not a correct presentation. It was also noted that their plan is preliminary, and that they look forward to working with the Town on this development. Ms. Hynes explained that, at this point, a formal proposal has not been submitted to the Town; however, the group has requested that the Planning Commission consider mixed-use, which will require a change in land use policy. Therefore, the County was asked for help with this. Town Planner/Zoning Administrator Hynes also noted that potential for economic development and commercial growth for Round Hill exists only on this property. Mr. Chapman, representing Round Hill Partners Group, spoke about the Potts Farm stone house, and its potential use as a focal point and a gateway to the Town. Ms. Mason Semmes noted that this represents the idea for why the Design Cabinet did what they did – in order to put forth various uses for the site. Mr. Hansen also explained that their group worked from a specific project description, which did not include the one-acre Potts Farm house site. Discussion ensued regarding existing vacant commercial properties within the Town’s limits, with Ms. Mason Semmes noting that a market study would help to direct development of those properties, and Mr. Thomas noting that commercial development at the twelve-acre parcel would free-up in-town sites for other smaller, less-intensive uses, and would help address parking issues within the Town. Mr. Thomas also spoke to potential problems regarding parking at the Potts Farm house site, if it was used as a restaurant, for example; however, he assured those in attendance that “something historic” would go into the building. Mr. Hansen noted that a goal was to create possible uses which preserve flexibility in development of the site. The representative of the Round Hill Partners Group also pointed out that the Eccles family, owners of the property, and descendants of the Heinrich brewing family, sought out his firm for assistance with developing the site. It was also noted that the family wants to develop the site, after over thirty years of ownership of the property, and it is uncertain how patient they will be in this endeavor. The group is open to various ideas and wants to work with the Town. Mr. Hansen pointed out that the presentation made by the Design Cabinet at this evening’s meeting is not yet public information, and agreed that the desire for involved entities to work together is key – noting that patience will be required. Mr. Hansen and Ms. Mason Semmes closed their presentation by stating that Round Hill needs to “find its brand,” and come to consensus on what it wants. Town Planner/Zoning Administrator Hynes thanked the group for their presentation. The Round Hill Partners Group representative asked if copies of the presentation are available; Ms. Hynes explained that it will be posted to the Town’s website. Vice-Chairman Hummel thanked the group, as well. Town Planner/Zoning Administrator Hynes explained that a lack of required parking in the downtown area of Round Hill limits the types of businesses which can operate there. Ms. Hynes also referenced the plan presented by Round Hill Partners Group

to the Land Use Committee in July 2015; brief discussion ensued regarding the question of allowing changes to be made to that plan. Vice-Chairman Hummel noted that he inadvertently omitted the Public Comment portion of the meeting but would open that after the special presentation by the Round Hill Partners Group, during which time these discussions could take place. Town Planner/Zoning Administrator Hynes reminded those in attendance that there are two issues running concurrently – the update of Round Hill’s Comprehensive Plan, and the request by Round Hill Partners Group for a Comprehensive Plan amendment in relation to their proposals for the Eastern Commercial District. The history of these processes thus far was provided, with it being noted that Mr. Chapman, of the Round Hill Partners Group, has attended most, if not all, of the governmental and public meetings held regarding the district and made a presentation at one of the meetings. In addition, a drawing of their proposal was presented at each public meeting and has been on display at the Town Office; it is believed that this influenced comments received in a community-wide survey held in the fall of 2015. Proposed text amendments were received in November, which requested a change in zoning to R-20 (a residential zoning category); prior to that, no residential was being considered for the parcel. Ms. Hynes explained that much of the information received from the Round Hill Partners Group would accompany an application, and would not be seen during a town’s Comprehensive Plan update; therefore, the information has felt like a proposal and has caused some confusion. It was noted that, only one year ago, residential was not being considered at all at the site. Town Planner/Zoning Administrator Hynes explained that the update of Round Hill’s Comprehensive Plan has been a large undertaking, and that the concurrent proposals for amendments regarding the Eastern Commercial District has somewhat hindered the process. Ms. Hynes also noted that the Mayor requested in July that Round Hill Partners Group schedule a meeting regarding the district with Staff; such meeting has not yet been scheduled. Furthermore, Ms. Hynes stated, the update of the Comprehensive Plan is nearing the point by which it should be completed; there is little time left to discuss whether residential is to be included at the parcel, and if it is, what form it will take. Town Planner/Zoning Administrator Hynes explained to the Planning Commission that they need to decide what types of uses are desired for the Eastern Commercial District parcel, at the present and for the future, and how changes to the Comprehensive Plan will affect those uses. She admonished the Commission, “Don’t think about today, think about twenty years from now.” Parking issues in the downtown section of Round Hill were discussed. It was also noted that the Potts Barn site was included in the request made to the Loudoun Design Cabinet. Ms. Hynes stated that the presentation by the Design Cabinet was geared toward providing additional ideas for the Eastern Commercial District. An attendee asked if there will be time for public comment during the meeting; it was noted that there will be.

#### **B. Special Presentation by Round Hill Partners Group**

Mr. Clinton Chapman began this presentation by introducing fellow Round Hill Partners Group members Ted Britt and Jeff Lawrence. Mr. Chapman noted that he has been attending meetings pertinent to the development of the Eastern Commercial District for over a year; the purpose of his attendance at these meetings was to determine the Town’s vision for the site. Mr. Chapman pointed out the Eastern Commercial District on a map, and also pointed out the Town’s current B-1 District, which includes eighteen parcels, two of which are used for parking and sixteen of which contain structures. This district provides approximately 50,136 square feet of commercial space on a total of 5.68 acres. The post

office, fire station and Town Hall are included in the 50,136 square feet of commercial property, comprising a total of 8,926 square feet on 1.09 acres. Deducting these three sites from the total square footage of the commercial area leaves approximately 41,209 square feet for commercial uses; over 8,000 square feet of this total are available for lease. The former medical office on East Loudoun Street was just leased, which leaves a total of approximately 33,156 square feet of commercial in the B-1 District. Mr. Chapman also noted that 6 Bridge Street is an area of light industrial/manufacturing which covers a little over 5,000 square feet. Mr. Chapman reported that neighboring Purcellville presently contains over 500,000 square feet of commercial space, not including the industrial park off of Hirst Road. It was explained that the main competition for Round Hill's Eastern Commercial District are the Purcellville Gateway, the Giant Center, the Loudoun Valley Shopping Center and the Purcellville Shopping Center and Plaza; there are presently eighteen different shops available for lease in Purcellville, comprising over 30,000 square feet of commercial space. Additionally, 6.5 acres at the intersection of Route 7 and Route 287 are slated for commercial development. Mr. Chapman then presented photographs, from various vantage points, of the Eastern Commercial District parcel; the dividing area between the existing townhouses and the parcel were highlighted. The Potts Farm parcel was also presented, with it being noted that the Town owns the site of the old barn; Mr. Chapman explained that his group's plans tie this one-acre parcel in with planning for the larger parcel, and that the barn site could help provide for additional parking/uses. The Streetscape Master Plan, compiled during a previous charrette, was presented; it was noted that a 40,000 square feet "big box" building was included in this plan. Mr. Chapman noted that one of the meetings held during the past year was a joint work session with the Planning Commission and Town Council both in attendance; at that meeting the responses to a question regarding a mixed-use shopping center were presented, no one in attendance was opposed to mixed-use on the site. Mr. Chapman expressed his concern that, over time, misinformation regarding the Round Hill Partners Group's proposals for the Eastern Commercial District has occurred. Discussion at previous meetings regarding provision of housing for senior citizens and/or first-time homebuyers was mentioned, with Mr. Chapman asking where else in Round Hill this type of housing could be constructed. Mr. Chapman noted the potential of using a percentage of the twelve-acre parcel for this type of housing. The charrette held in Round Hill in 2004 was referenced, with issues of the types of businesses which would be viable in the Eastern Commercial District discussed. Additionally, the 2004 charrette called for complementing, not competing with, the downtown area of Round Hill. Finally, the impact of the broad regional draw of the Hill High Orchard site on the Eastern Commercial District was briefly discussed. Mr. Chapman explained that, in the charrette, it was noted that the Eccles property allows for 150,000 square feet of retail space, but will primarily serve residents of the Town and the immediate surrounding area. It was felt that the Western Commercial District should put forth the idea that "this is a great place to visit," but that the Eastern Commercial District should put forth the idea that "this is a great place to live." Mr. Chapman closed his presentation of the information in the 2004 charrette by noting that it calls for working with an entity which could design actual uses for the Eastern Commercial District. Finally, Mr. Chapman explained that Mr. Lawrence will provide information regarding the economics of development of the site, but that it needs to be kept in mind that the Eccles family has already held this property for over thirty years. The October 21, 2015 Staff Report was referenced, with Mr. Chapman highlighting the Round Hill Partners Group's proposals in

light of statements made in the report; it was noted that the group is not talking about reducing the amount of commercial development at the site, but rather are proposing keeping it the same, and doubling the amount of commercial space in the Town, as a whole. Mr. Chapman then referenced the September 2015 survey, in which it was noted that 55% of Round Hill area respondents are willing to wait an additional ten to twenty years for their “ideal shopping center.” The Eccles family has already held that property for over thirty years. That same survey also showed that 90% of respondents want the proposed shopping center to feel like a walkable extension of Town, and to be a community gathering place – that is exactly what the Round Hill Partners Group has envisioned for the site. The group understands that the property is currently zoned commercial only; they are here to ask for the possibility of allowing for mixed-use. Vice-Chairman Hummel noted that the Round Hill Partners Group had originally requested 15 minutes of time to speak, and had already spoken for twenty minutes; Mr. Chapman noted that parameters had changed a bit, as he felt compelled to respond to suggestions/comments from the earlier presentation. It was the consensus of the Planning Commission to continue with the Round Hill Partners Group presentation. Mr. Ted Britt then spoke, providing a copy of their plan to the Commissioners. Mr. Britt introduced himself, explaining that he is a principle at Tri-Tech Engineering, a local land development/engineering firm. Mr. Britt noted that he is here this evening to present their plan, and to explain the group’s thought processes in developing the plan. Mr. Britt reiterated the fact that the proposed plan can change, and apologized for any miscommunication regarding their plan. It was noted that everyone involved in this project agree on uses for the Potts Farm parcel and on the storm water retention pond located in the south corner of the large parcel. Mr. Britt stated that his group tried to “right-size” the commercial development at the site, as the original plan done at the charrette, and the current zoning, provides for too much commercial property; the amount of commercial currently proposed would require a major anchor, such as a grocery store, but the need for such a use has already been provided for by the commercial development in Purcellville. Mr. Britt stated that his group has tried to look at community-serving retail uses for the development; providing those uses would create the demand need to make this a viable development. It was noted that this development model helped to provide an estimate of the proper amount of retail space needed. Mr. Britt explained that his group did not feel they were creating a strip mall; he also explained why they chose to build two approximately 12,000 square foot buildings in the commercial area with a community-green area between the buildings. Further, Mr. Britt noted that his group is not trying to suggest what may be viable ten or twenty years from now, and stated that, if that is what the Town is looking for, it probably would not work for his group. Areas on the draft concept plan where changes could be made were pointed out. The commercial area proposed by the Round Hill Partners Group encompasses about half of the area of the site; the group wanted to introduce a residential component surrounding the commercial, and thought townhouses would be appropriate and would provide a good transition to the nearby single-family detached houses. Mr. Britt explained that the development would be a collaborative design, with features continued throughout the property, and with various shared architectural features which would provide a homogeneous development. It was also explained that the residential development helps, to some degree, to underwrite the commercial development. Mr. Britt explained the contact he and Mr. Lawrence have had with the Eccles family regarding development of this parcel, noting that he does not feel the family is looking to this as a legacy property, but rather that they hope to move forward

and do something with the property. Mr. Britt stated that the Round Hill Partners Group would love the opportunity to work with the Town in a collaborative effort, and explained that the group is asking the Town to consider allowing for the mixed-use. Mr. Britt then asked Mr. Lawrence if he had anything to add to the presentation. Mr. Lawrence stated that they were approached by the Eccles family to create a workable use for the parcel; the family had worked with three other developers who said that they could not make commercial-only work for the site. Mr. Lawrence stated that his group wants to work collaboratively with the Town on this project. However, he noted, a lengthy process will not work economically for this group. Mr. Lawrence stated that all of the details presented thus far are open, and they are open to questions and suggestions. Additionally, it was noted, the group wants to incorporate details from the upcoming Main Street beautification project into their design. Mr. Lawrence stated that they appreciate the time afforded to them. Mr. Britt added that he was reviewing the guiding principles for the current draft, and that his group is in agreement with almost all of those principles. However, Mr. Britt noted, the group is not able to participate in a lengthy process for completion of the development. Mr. Britt also thanked the Commission for its time. Mr. Chapman noted that copies of the Round Hill Partners Group's presentation were provided; Town Planner/Zoning Administrator Hynes stated that she distributed those to Planning Commission members prior to the meeting. Mr. Chapman noted that this is a draft proposal, and that his group is just asking that this option be considered. Mr. Chapman thanked the Commission, as well. Vice-Chairman Hummel noted that this process has been confusing for the Planning Commission and for the public, too. Mr. Lawrence spoke to time issues which exist in working with the land-owners, who are scattered geographically, and the bearing that has on this project. Vice-Chairman Hummel and Mr. Lawrence also discussed the need for a Comprehensive Plan amendment in order to allow for mixed-use, and the fact that that request has come when the Town is updating its Comprehensive Plan. Mr. Lawrence stated that his group wants this to be a win-win for everyone. Town Planner/Zoning Administrator Hynes provided a clarification regarding the January vote held on mixed-use at the Eastern Commercial District site, noting that, when she began her employment with the Town, there were no plans to allow residential. However, over time, and following much conversation with the Town Council and the Planning Commission, support for apartments over retail seemed to be increasing. Therefore, that option was included in information reviewed during the January joint work session. Ms. Hynes noted that the option of splitting the parcel into half residential and half retail had not been presented; additionally, she noted that she does not consider that to be mixed-use, and she cannot support that option. Town Planner/Zoning Administrator Hynes also discussed the issue of up-zoning raised in these discussions, explaining that the amount of up-zoning requested by the Round Hill Partners Group is double the amount of up-zoning requested by the developers of the Creekside subdivision. Additionally, requirements for setbacks, etc., would preclude the requested amount of up-zoning. Ms. Hynes explained that most communities find it advisable to hold on to commercial/industrial properties; she also noted that the Eccles family has not actively been trying to sell the property. Town Planner/Zoning Administrator Hynes noted that she was in favor of mixed-use for the first several months that it was being proposed, and that she was disappointed when she saw the group's draft concept plan which simply split the parcel into two parts and called for the construction of additional townhouses. Ms. Hynes also explained that she is very willing to speak to anyone who comes to her, and always

tries to be open and collaborative; however, at no time in 2015 did anyone from Round Hill Partners Group come to speak to her about this development. The surveys conducted in relation to the development of this commercial parcel were referenced, with it being noted that they do not support the notion that residents want the services being proposed for the development. Ms. Hynes stated that she “is all about being collaborative,” but that the Town needs to think about what is in the best interests of all residents, not just specific property owners; she stated that there has to be a middle ground, which she hopes those involved can find. The 2004 charrette was referenced, with it being noted that the commercial shown in those plans face the street, and that patrons can walk to them from Loudoun Street; the plan currently proposed would force walkers to travel through the parking lot. The required setbacks were discussed, with it being noted that those may be changed. Commission Member Prack spoke to the fact that the current proffers on the property call for commercial development. Town Planner/Zoning Administrator Hynes advised Commission members to think about what they want on a macro scale.

Vice-Chairman Hummel explained that he is going to return to **Agenda Item #3 – Public Comment**, at this time, and asked that anyone speaking try to limit his/her comments to a few minutes. Mr. Hummel also asked that anyone addressing the Planning Commission state his/her name and address. Mr. Mike Minshall, 13 Cedar Street, Round Hill, then spoke, stating that he agrees with Town Planner/Zoning Administrator Hynes that the proposal isn’t mixed-use. Mr. Minshall also stated that the townhomes, as proposed for this development, are high-end homes, which first-time buyers or senior citizens would not be able to afford. Mr. Minshall stated that mixed-use should include apartments; young people just beginning their careers are not going to want to buy townhouses. Mr. Minshall further stated his belief that this type of development would help attract responsible tenants. Mr. Lawrence stated, “When you lower the price, you get what you get...” Mr. Lawrence also stated that the townhouses would cost in the range of \$325,000.00 to \$375,000.00. Mr. Lawrence noted that his group looked into a variety of options, and would be willing to pursue other options, if they could make them work. Mr. Minshall stated his belief that the proposal provides a lot of residential for an area which is already residential. Mr. Minshall also referenced earlier comments regarding using the Eastern Commercial District to provide services for residents, and using the Western Commercial District to promote/serve tourists, stating that residents already shop in Purcellville, so why not use the eastern district for tourism purposes. Ms. Lori Minshall, also of 13 Cedar Street, then spoke, noting that she has been part of the Comprehensive Plan process, and appreciates the opportunity to have a voice. Ms. Minshall stated that she sees merit in both presentations made this evening, and that there are many similarities in both; now it is a matter of bringing them both together. Ms. Minshall asked the Round Hill Partners Group to be a little more creative with their design, and try to develop a plan that is more interwoven and more like a small village. Ms. Robyn Reid then spoke, noting that she owns the house on East Loudoun Street which abuts the parcel. Ms. Reid stated that she wants to stay in her house, and requests a buffer zone between her property and the development.

### **C. Presentation by Vice-Mayor Mary Anne Graham**

Ms. Graham reported that the Utility Committee met this morning with Town Administrator Nicholson and Town Planner/Zoning Administrator Hynes regarding the update of the Utility section of the Comprehensive Plan. Ms. Graham stated that she expects the Utility portion of the Comprehensive Plan to be forwarded to the Planning Commission by their first meeting in January.

Vice-Chairman Hummel stated that, in light of the subject matter of Business Items D and E, and due to the late hour, he is uncomfortable in proceeding with discussion of those items without Chairman Mirabal and Commission Member Evers also being in attendance. Therefore, Mr. Hummel suggested that these items be tabled. Commission Member Wolford also stated her belief that it would be good for Mr. Mirabal and Mr. Evers to be able to review the minutes, so they understand the discussions which took place at this evening's meeting, prior to moving forward with further review; Commission Member Prack noted his agreement with this. It was the consensus of the Planning Commission to table those items.

**IN RE: TOWN PLANNER REPORT**

Town Planner/Zoning Administrator asked if there any questions; there were none. Ms. Hynes also reported that the new veterinary clinic will be opening soon. Vice-Chairman Hummel asked if the proprietor is a local person; Ms. Hynes stated that she lives in Purcellville, and opened a business in Lovettsville six months ago, which is doing so well she needed additional space. Vice-Chairman Hummel asked if Lovettsville is happy with that business; Ms. Hynes noted that they are.

**IN RE: NEXT MEETING**

Vice-Chairman Hummel asked if Chairman Mirabal has been consulted regarding these dates; Town Planner/Zoning Administrator Hynes stated that he has not. The proposed schedule calls for a work session to be held on January 5, 2016, and the regular meeting on January 12, 2016; Vice-Chairman Hummel clarified that the meeting on January 5<sup>th</sup> would begin at 5:30 p.m., and the meeting on January 12<sup>th</sup> would begin at 7:00 p.m. Town Planner/Zoning Administrator Hynes asked if one week between the work session and the meeting will be sufficient; Commission Members indicated that it would be. Ms. Hynes suggested that Commission Members pencil-in January 19<sup>th</sup> for the regular meeting. It was decided that the snow date for the regular meeting will be January 26. Town Planner/Zoning Administrator Hynes will confer with Chairman Mirabal regarding these dates.

**IN RE: ADJOURNMENT**

The meeting was adjourned by Vice-Chairman Hummel at 9:36 p.m.

Respectfully submitted,

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Michael Hummel, Vice-Chairman

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Debra McDonald, Recording Secretary