



**Department of Community Development
Department Update – 12/31/16**

Zoning Activity Summary. Current zoning and planning activity within the Department of Community Development. Table A below provides a summary of the ongoing applications. More detailed information follows the table in narrative form.

Legend: UR – Under Review; WOA – Waiting on Applicant; CDA – Certificate of Design Approval

Table A			
Current Projects			
Applicant/Project Name	Location/address	Review Type	Status See Legend at end of matrix
7-Eleven, Core States Group	700 E Main Street	Lot Consolidation	UR
7-Eleven, Core States Group		Special Use Permit for additional of pumps & larger canopy	UR
7-Eleven, Core States Group		BAR review of proposed canopy over gas pumps	BAR approval 7/19/16
Ball Property Development	32 nd Street	By-right Residential Subdivision for 19 Single Family Detached Houses	Pre-application meeting held on 10/12/16
Beckstrom Electric	Lot 1, Mayfair Industrial Park	Minor Site Plan for storage lot	UR
Catoctin Corner	Corner E Main and Route 287	Site Plan Construction Plans	Approved 10/6/16 Approved 9/20/16
Catoctin Corner		BLA - Purcellville Development and Patrick Henry College	Complete. 9-8-16 Recorded in Loudoun County Clerk's Office on 11/17/16
Catoctin Corner		Deed and Easement plat – Patrick Henry College	Executed. Town was not a party. Recorded in Loudoun County Clerk's Office on 11/18/16
Catoctin Corner		Deed and Easement plat – Patrick Henry College Parcel 2A	Recorded in Loudoun County Clerk's Office on 11/18/16
Catoctin Corner		Deed and Easement plat– Purcellville Development and Storm water Mgmt. Agreement	Recorded in Loudoun County Clerk's Office on 11/18/16
Makersmiths	785 & 787 South 20 th Street	Special Use Permit – (Public or Government Building Facility, or Use Not Otherwise Defined)	Joint Public Hearing held 11/3/16 and TC public hearing held on 12/13/2016. Approved by Town Council on 12/13/2016

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Mary's House of Hope	781 South 20 th Street	Special Use Permit - (Transitional Housing)	Joint Public Hearing held 11/3/16 and TC public hearing held on 12/13/2016. Approved by Town Council on 12/13/2016
Morgan Meadows	N Hall Ave	Prel. Plat of Subdivision – 5 residential lots	Approved 8/24/16
McDonalds Corp.	N Maple Avenue	Site Plan	Approved 7/13/16 Temporary Occupancy issued 12/9/16
Mini Warehouse Climate Controlled Storage Facility	Lot 6F - 37231 Richardson Ln	Site Plan	WOA
New Town Development	Purcellville Ridge Commercial Lot – Ken Culbert Lane	New Construction	BAR approval 8/16/16 Pre-application meeting held on 10/3/16 for proposed child care facility
O'Toole	37935 Colonial Hwy	Rezoning Comp Plan Amend	UR WOA
Old Purcellville Firehouse	130 S 20 th Street	Minor Site Plan – Parking lot installation	UR Deed and plat under review.
Purcellville Motorsports	401 Browning Court	Site Plan Pre-app with BAR in July	Approved 4/7/08 BAR approval 7/19/16 Public Improvement bond and business utility form UR
Southern States	261 N 21 st Street	Site Plan	Approved 8/10/16
SunTrust Bank	165 Purcellville Gateway Drive	New Construction	Site Plan Revision submitted 12/20/16 UR
Vineyard Square	130-148 21 st	Site Plan New construction	Site plan approved 3/1/16
Virginia Regional Transit	Browning Court	SUP	Submitted 8/12/16 UR
Warner Brook	Purcellville Rd	Annexation	UR
Village Case		Comprehensive Plan Amendment	Submitted 8/2/16 WOA
Village Case		Proffered Condition Amendment	Submitted 8/2/16 WOA

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Table B

Commercial/Industrial Zoning Permits Issued or Under Review

Applicant/Project Name	Location/address	Review Type	Status See Legend at end of matrix
INOVA	740 S Main Street	Occupancy Permit	UR – Public Works
Monks BBQ	251 N 21 st Street	Interior fit up for restaurant expansion	Approved 2/17/16
Petit Lou Lou, LLC	713 E Main Street	BAR – Exterior renovations - restaurant	Approved 4/19/16
Petit Lou Lou, LLC		Interior Fit-up for French bakery and pastry shop	Approved 5/18/16
Tasos Vatikiotis –	860 E Main Street	Interior fit-up, Suite I,	Approved 4/26/16

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Purcellville Theater		2 nd Floor	
Adroit Brewery	404 Browning Ct	Interior fit-up for brewery expansion	Approved 4/29/16
Select Property Management/ Purcellville Firehouse	130 S 20 th Street	Interior Future Tenant Fit-up	Approved 5/9/16
Berry Blossom	221 N 21 st Street	Interior Fit-up issued for ice cream and smoothie shop	Approved 5/13/16
Southern States	261 N. 21 st Street	Demolition of existing building and new construction	Approved 9/9/16
Lowers Risk Group	125 Hirst Road, Suites 5C, 6C & 7C	Interior renovations	Approved 10/19/16
550 East Main Street, LLC	550 E. Main Street	Interior renovations	Approved 11/9/16

Table C

Commercial/Industrial Occupancy Permits issued

Applicant/Project Name	Location/address	Review Type	Date of Approval	Employees
Mark Burgess CPA, PLLC	170 W Main Street, #201	Office	12/5/16	1
Sonja L. Boggs, LLC DBA The Reiki Center for Wellness	102 N. 21 st Street	Personal Service, Yoga Studio - Relocated	12/20/16	

Home Based Business – Permits Issued

Jamberry Consultant/Shawna M. Peek	809 Woodbine Court	On-line nail care products	12/1/16	1
New Employees		Year to Date	Month of November	
		112	2	

Legend: UR – Under Review; WOA – Waiting on Applicant; CDA – Certificate of Design Approval

Public/Town Projects:

None at this time.

Business-Related Projects:

Approved:

1. Catoctin Corner – E. Main Street and Rt. 287 N.

- Site plan submitted on 1/18/13 for a shopping center.
- Applicant submitted Traffic Analysis on May 14, 2014.
- Grading Plan has been submitted and is being reviewed by the County and the Town. 3rd submission received on 2/17/15 and was sent out for review.
- Review comments sent to applicant on 3/5/15. Waiting for final approval from Loudoun County.
- Grading plan approved on 7/8/15. Clearing has begun and a construction entrance has been established. Staff has been discussing site plan process with the applicant. Construction plans received on 9/4/15 and site plan received on 9/25/15. Both applications are under review.
- Proposed gas station has been preliminarily reviewed by the BAR. Certificate of Design for the gas station/convenience store approved by BAR on 11/17/15.
- An application for another new building at the shopping center was submitted for BAR review on 1/11/16.
- The BAR approved the design of 2 of the buildings at their 2/16/16 meeting and will be reviewing 3 additional new buildings and a dumpster enclosure at their 3/15/16 meeting.
- At the 3/15/16 BAR meeting, design approval was given to 3 buildings and the accessory dumpster enclosures.
- Site Plan and Construction Plans are under still review.
- Last building design will be reviewed by the BAR at their May meeting.
- CDA have been issued for all buildings. As applicant acquires proposed tenants some revisions to building designs are being proposed.
- Various deeds and plats for easements/vacations of easements have been submitted for review. Reviewed by Town Attorney and comments sent to applicant. Deed and plats approved as to form. Waiting for executed copies of deeds from the applicant.
- SUP submitted to shift the location of an approved drive-thru restaurant from the rear of property to prominent location adjacent to the project entrance off of Business 7. Planning Commission held public hearing on 8/4/16. Public hearing was continued to 8/18/16. Planning Commission did not recommend approval to Town Council.
- Construction Plans bonded 7/14/16 and approved 9/20/16.
- Site Plan bonded 7/2/16 and approved 10/6/16.
- Boundary Line adjustment recorded 11/17/16
- Easements recorded 11/18/16.

- Water and sewer availabilities paid on 12/12/16 for 1200 Wolf Rock Drive (Bldg. 3 & 4); 1201 Wolf Rock Drive, (Bldg. 1A, 1B, & 2); and 1230 Wolf Rock Drive (Bldg. 9). Zoning permits for these buildings are under review.
- **Zoning permits for 1200, 1201 and 1230 issued on 12/21/16.**

2. Mayfair Industrial – East Nichols Lane.

- Construction plans submitted on August 28, 2014 for the industrial use section of the Mayfair development. Plans are under review.
- Second submission with response to comments received from applicant on 12/29/14 and has been sent out for additional review. Additional review comments have been sent to applicant.
- Third submission of construction plans received on 3/6/15.
- Record Plat submitted on 2/25/15.
- Fourth submission of construction plans received on 4/15/15 and sent out for review on 4/16/15.
- Grading and land prep has begun. All remaining comments on construction plans sent to applicant 5/21/15.
- Construction plans approved 6/18/15.
- Revisions to construction plans submitted on 6/18/15 and have been sent out for review.
- Record plat resubmitted on 5/8/15. The revisions to construction plans were approved on 9/16/15.
- Record plat approved and recorded. Performance bond is being processed.
- Performance bond approved.
- Site Plan revision is currently under review.
- Site Plan revision approved on 7/13/16.

3. Vineyard Square – 130-148 21st Street.

- Nine demolition permits were issued on November 5, 2014 and demolition has begun on some of the sheds and accessory buildings.
- Site Plan submitted on 12/30/14 and was sent out to review agencies on that day. Review comments distributed on 1/30, 2/11 and 2/12/15.
- Second submission received on 3/3/15.
- Zoning Determination provided on March 13, 2015. Appeal of Zoning Administrator's determination to the BZA regarding BAR approval was received on April 10, 2015. Appeal to be heard by the BZA on July 1, 2015. Zoning Administrator's determination that the CDAs remain valid was upheld by the BZA on July 24, 2015. Waiting on site plan resubmission from applicant. The BZA decision was appealed to the Circuit Court.
- Third submission of the site plan was submitted on 8/7/15 and is under review.
- Applicant submitted 2 Deeds of Easement and Vacation for the project on 8/26/15. Public Works and Community Devel. Departments met with the

applicant on 8/31/15 to discuss the site plan. Site plan ready for approval after easements are finalized.

- Easements have been recorded, bonds have been approved and site plan has been signed 3-1-16.
- Court case complete. ZA prevailed. 4-25-16.

4. McDonalds Restaurant – 121 N. Maple Avenue.

- Certificate of Design approval was issued on August 19, 2014 for the construction of a new restaurant building at the current site.
- McDonalds has also submitted special use applications for a restaurant over 4,000 square feet and for a drive through at the same location.
- Planning Commission held a public hearing and recommended approval to the Town Council on 11/6/14.
- Following a public hearing, Town Council approved the special use permit applications on 12/9/14.
- Site Plan received on 12/9/14 and is under review. All review comments were received by January 27, 2015.
- 2nd submission received on 2/24/14 and was sent out for review on 2/25/15.
- Applicant requested a 120 day site plan extension which was granted. No news. Application will be put back in the active category when resubmitted. Still expect this to go forward sometime this year.
- Submitted a new application to the BAR for construction of a new building at their current site. This application will be reviewed at the BAR's March 15, 2016 meeting.
- BAR approval was issued on 3/15/16.
- Site Plan for the rebuilding of the restaurant submitted 4/15/16 and is under review.
- Lot Consolidation submitted on 4/22/16. Waiting on submission of deed.
- Reviewing Lot Consolidation Deed and plat. Approved.
- Performance Bond received and approved.
- Site Plan approved on 7/13/16. Public Improvements bonded.
- Demolition and zoning permits issued.
- McDonalds plans to reopen prior to Thanksgiving.
- **Temporary occupancy issued 12/9/16.**

5. Southern States – 261 N 21st Street.

- Site plan submitted on March 25, 2014 for redevelopment of 261 N. 21st Street. Plan is being reviewed for completeness. Site Plan has been sent out to review agencies. Applicant is working on comments.
- Interior fit-up was approved on January 13, 2015 and an application for Board of Architectural Review for exterior renovations to existing building was approved with conditions on February 17, 2015. This is being resurrected and I expect to see an updated application by the middle of January.

- An application was submitted to the BAR on 2/1/16 for review of a new building to be constructed at the site. The existing building is to be demolished.
- The design of the new building has been approved by the BAR and the site plan is still under review.
- BLA/Lot Consolidation and Sanitary Sewer Easement deed and plat are under review. Approved.
- Site Plan approved 8/10/16. Public Improvements bonded.
- Sewer availability must be paid prior to issuance of zoning permits for demolition and new construction.
- Site Plan approved, sewer availability paid, zoning and demolition permits issued on 9/9/16. Store is being temporarily relocated to West Main Street.

In Application Process:

1. **Warner Brook, LLC** – Purcellville Road.
 - Application submitted requesting annexation of two parcels (PIN#s 487-38-8931 and 487-28-1679) totaling 131.29 acres located at 17100 Purcellville Road just north of the Route 7 Bypass.
 - Departments are reviewing the application.
 - Waiting on applicant to provide a fiscal impact analysis.
2. **Virginia Regional Transit** – SUP application for commuter parking lot.
 - Text Amendment approved for commuter parking in the CM1 district.
 - Waiting on applicant to apply for SUP.
 - Special Use Permit application submitted on 8/12/16. Under review.
3. **O’Toole Property (37935 Colonial Highway)**
 - Rezoning and Comprehensive Plan Amendment submitted.
 - Comments sent to applicant – waiting for resubmission
 - Resubmission received 7/5/16 that included revised Statement of Justification, Response to review comments, Proffer Statement, Economic and Fiscal Impact of Commercial Use of the Property, Proposed Design Guidelines, and Traffic Impact Analysis.
 - Documents distributed for review.
4. **Beckstrom Electric** – Lot 1, Mayfair Industrial Park
 - Minor Site Plan submitted on 5/23/16 for a fences storage lot to be located on Lot 1 of the Mayfair Industrial Park.
 - Comments following completeness review by the Town were sent on June 8, 2016
 - Applicant responded and plan currently under review by Town staff.
 - Minor Site Plan sent out to review agencies on 8/26/16.

- Review comments sent to applicant.
 - Applicant resubmitted on 11/2/16. Under review.
5. **SunTrust Bank – 165 Purcellville Gateway Drive.**
- On 2/7/12 a zoning permit was issued for the construction of a bank in the Gateway Shopping Center, a stand-alone building at this site.
 - BAR approved the revised building design on March 18, 2014.
 - Site plan is under review. Project has been pushed back to the fall. No resolve in sight. Still hoping for a change in status.
 - Have received word that Sun Trust is expected to activate their application in the near future.
 - Applicant has requested that the application become active.
 - Building design will be reviewed by BAR at their 8/16/16 meeting.
 - BAR issued a certificate of design approval for the bank building at their 8/16/16 meeting.
 - Site Plan Revision submitted on 10/4/16. Submission sent out to review agencies on 10/18/16.
 - Site Plan resubmitted on 12/12/16 and went out to review agencies on 12/28/16.
6. **New Town Development – Purcellville Ridge Commercial Parcel**
- BAR will review on 8/16/16 the design of a new commercial building proposed on the east side of Ken Culbert Lane.
 - Applicant is to resubmit for further review.
 - Pre-application meeting held on 10/3/16 to discuss a proposed child daycare facility.
7. **Mini Warehouse Climate Controlled Storage Facility** - Lot 6F, Valley Industrial Park, 37231 Richardson Lane
- Submitted incomplete plans on 11/5/15 so plans were not accepted. Applicant was notified of deficiencies
 - Site plan resubmitted and fees received on 8/24/16.
 - Plans sent to review agencies on 8/25/16.
 - Comments have been sent to applicant.
 - On 12/13/2016, Town Council voted that an assumption of 90% impervious coverage on the lots draining to this lot is an unacceptable risk to the Town and 100% impervious coverage should be assumed.
8. **Village Case**
- Comprehensive Plan Amendment and Proffered Condition Amendment submitted on 8/2/16. The request is to amend the development of the “village center” undeveloped lot to construct 7 new single family residential units and to amend the development of an undeveloped church lot to construct 17 new single family residential units.

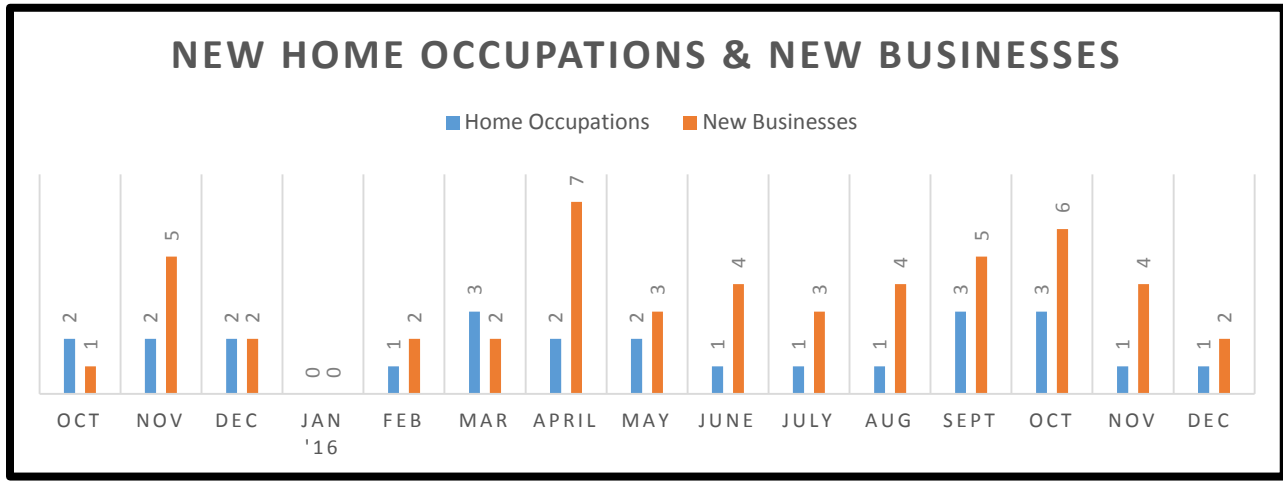
- Applications have been sent out to review agencies.

Other Projects and their status:

1. **Mayfair Residential** – Purcellville Road/Route 611.
 - Record Plat submitted on October 21, 2014 for the residential dwelling units located on Brookfield property annexed north of Town. Construction plans are under review for the 254 residential planned development and the 8 lot residential subdivision.
 - 3rd submission of construction plans was received on 2/4/15 and comments sent on 3/16/15.
 - Record Plat comments sent to applicant on 3/26/15.
 - Site plan for Route 611 road work was approved on 3/31/15.
 - Fourth submission of construction plans was received on 4/21/15 and sent out for comments on 4/22/15. Grading and clearing has begun.
 - Construction plans approved on 5/15/15.
 - Amendment submitted on 5/20/15 and sent out for review.
 - Third submission of record plat received on 5/6/15. Amendment approved on 9/11/15.
 - Second amendment to the construction plans was submitted on 9/23/15 and is under review.
 - Amendments to the plans have been approved. Record plat approved and recorded. Performance bond is being processed.
 - Performance bond submitted and zoning permits were issued on 12/18/15 for 16 townhouse units.
 - Zoning permits have been issued for the construction of 4 single family homes.
 - Brookfield is continuing to apply for residential zoning permits for this development. The first townhouse occupancy was issued 4/28/16.
 - Waiting on applicant to submit the \$177,636.07 proffer for transportation improvements prior to the issuance of the 50th zoning permit.
 - Proffer payment received.
 - **67 single family zoning permits and 60 single family occupancies have been issued.**
2. **Morgan Meadows (formerly Beauma Meadows)** – N Hall Avenue.
 - Record plat for a 5 lot subdivision located between Hall Avenue and 26th Street was received on 4/2/15.
 - Applicant requested a 6 month extension which was granted.
 - This is still semi active.
 - Submitted an updated preliminary Plat for a 5 lot subdivision on 4/2/15. Is under review.
 - Waiting on final submittal.
 - Preliminary Subdivision Plat approved on 8/24/16.

Projects on Hold:

None



2016 Year-to-Date and Current Month Permits Summary:

	<u>2016 Year to Date</u> <u>Total</u>	<u>Month of December</u> <u>Total</u>
Commercial/Industrial (does not include temporary)	44	2
Home-Based businesses	19	1

	<u>2016 Year to Date</u> <u>Total</u>	<u>Month of December</u> <u>Total</u>
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Permits Issued

Zoning Permits (general permits)	268	18
Occupancy Permits (not temporary)	140	20
Correction Nov. should have been	120	14
Temporary Occupancy Permits	4	1
Sign Permits – Temporary	80	4
Sign Permits – Permanent	49	3
Sign Waivers	9	
Zoning Determination Letters	4	
Zoning Clearance Letters	34	4

	<u>2016 Year to Date</u> <u>Total</u>	<u>Month of December</u> <u>Total</u>
Requests		
Special Use Permits	4	
BAR – Certificates of Design	21	
BAR – Pre-application discussions	3	
Variances		
Annexations		
Rezoning	1	1(Floodplain)
Comprehensive Plan Amend.	1	
Proffered Condition Amendment	1	
Boundary Line Adjustments	1	
Lot Consolidations	5	
Site Plans	1	
Site Plan Amendments/Revisions	3	
Minor Site Plans	2	
Special Exceptions	3	
Construction Plans		
Construction Plan Amendments		
Preliminary Subdivision Plats		
Minor Subdivision Plats		
Preliminary Subdivision Plat Revisions		
Commission Permits		
Easement Plats	3	
Record Plats		
Grading Plans		
Zoning Ordinance Amend. Request	3	2
County Referrals	2	1

Complaints/Violations for the month of December, 2016

Lawn Complaints (Tall Grass)	0
Code Violation Warnings	3
Formal Notices of Violation issued	0
Illegal signs confiscated in the Town’s right of way	7
Unresolved violations	1
Resident Complaints (not tall grass)	2

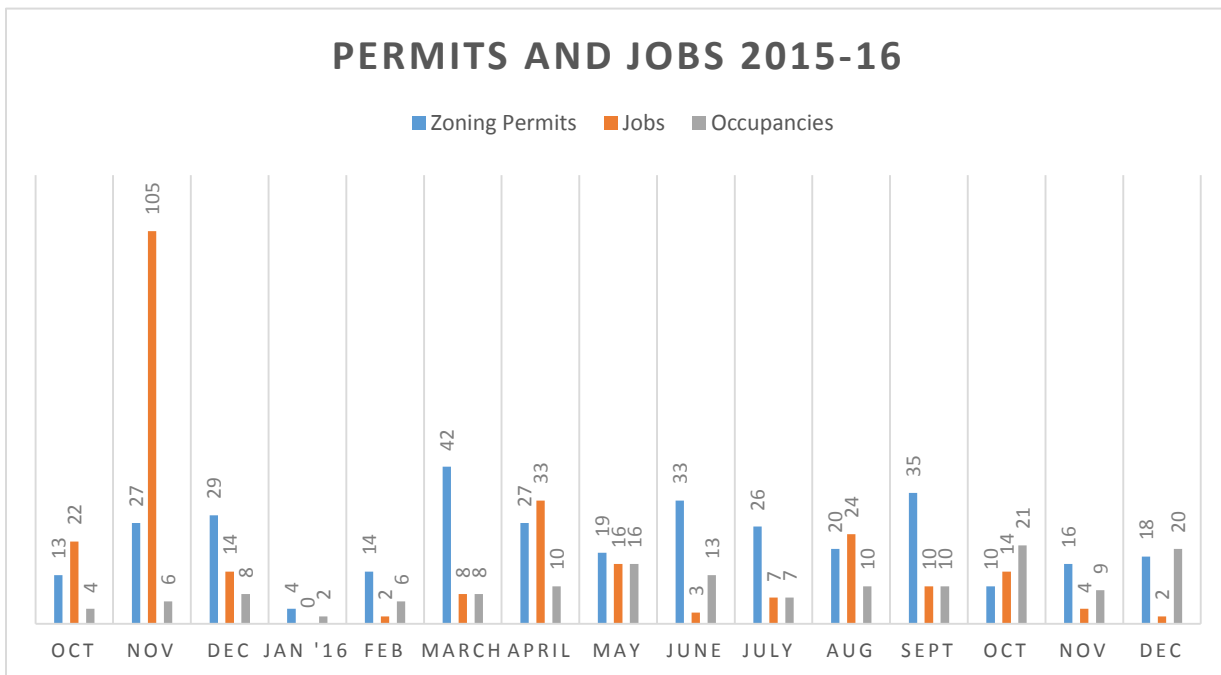
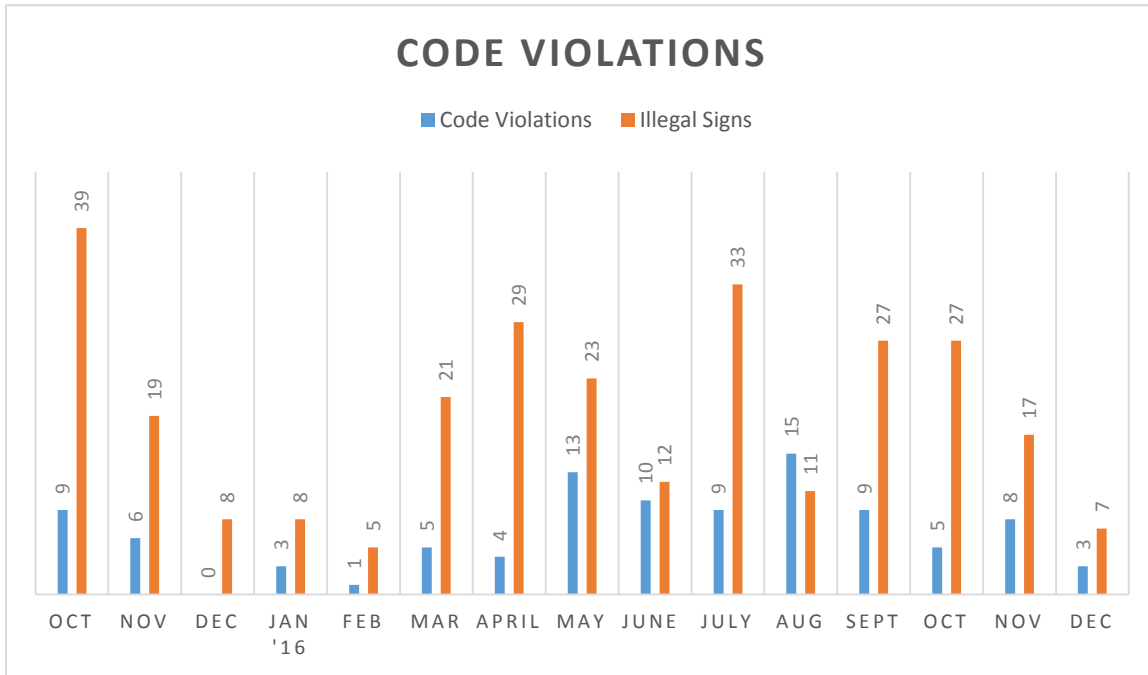


Chart I: Trends for Zoning Permits, Occupancy Permits and Jobs

The spike in jobs for November is due to Chick-Fil-A adding 100 jobs

Departmental Initiatives.

Comprehensive Plan Update. Project management plan was approved by the Planning Commission on May 7, 2015. Town Council approved the selection of McBride Dale Clarion to provide planning services for the Comprehensive Plan Update. For up to date information see www.planpurcellville.com .

The Economic Development Advisory Committee has completed a strategic tourism plan. The committee has initiated action items to begin implementing the plan. The initiatives are: preparing an events calendar for the Town, utilizing the Gazebo on 21st Street as an information kiosk, and helping with the production of a marketing video for the Town website. Work continues on these initiatives. EDAC is helped with a very successful painted wine barrel initiative. In addition the committee has reviewed, at Council's request, The RSR Gateway Annexation request, the Shop Local Program, business surveys, business vacancies and the Special Events Ordinance and other economic initiatives that the Town might consider.

The EDAC committee meets the first Tuesday of every month at 7PM in Town Hall and welcomes public input and participation.