



**Department of Community Development
Department Update – 12/31/17**

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 TC set Jan or Feb 2018
7-Eleven, Core States Group		Special Use Permit for additional of pumps & larger canopy	UR TC set Jan or Feb 2018
Ball Property Development	32 nd Street	By-right Residential Subdivision for 20 Single Family Detached Houses	UR Revised Plans Submitted and Distributed September 23 rd . Received record plat on Nov 16 th -UR
Blue Ridge Veterinary Clinic	Lot 10, Mayfair Industrial Park	Special Use Permit for a kennel	TC Approved
Matuszko Farms LLC/McKim	Lot 4, Mayfair Industrial Park	Site Plan	UR
Morgan Meadows	N Hall Ave	Prel. Plat of Subdivision – 5 residential lots	UR Construction Plans submitted Nov 8 th Went to PW & CD for review
Old Dominion Storage	Lot 5 and 6, Mayfair Industrial Park	Certificate of Design Approval	Approved Oct 17 th
O’Toole	37935 Colonial Hwy	Rezoning Comp Plan Amend Special Use Permit for Assisted Living Facility	UR Materials submitted in August 30th; Distributed to agencies Sept 5th
<u>ECHO Purcellville</u>	<u>Purcellville Gateway</u>	<u>Rezoning</u> <u>Comp Plan Amend</u> <u>Special Use Permit</u>	<u>UR</u> <u>Materials submitted November 1st</u> <u>Distributed to agencies November 29th</u>
Purcellville Children’s Academy	120 Ken Culbert Lane	Site Plan	Under construction
Truck’n America	Lot 3, Mayfair Industrial Park	Site Plan – Retail	UR Plans received on 9/5/17 Distributed to agencies 9/8/17 Received all agencies comments and UR
Truck’n America	Lot 3, Mayfiar Industrial Park	Certificate of Design Approval	Approved Oct 17 th

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Valley Storage – Mini-warehouse Storage Facility	Lot 6F - 37231 Richardson Ln	Site Plan	UR
Vineyard Square	130-148 21 st	Site Plan New construction	Approved 3/1/16
Virginia Regional Transit	Browning Court	Special Use Permit	TC
Village Case		Comprehensive Plan Amendment	UR Public Hearing Set Jan or Feb 2018
Village Case		Proffered Condition Amendment	UR Public Hearing Set Jan or Feb 2018
Warner Brook	Purcellville Rd	Annexation	UR

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

Table B

Commercial/Industrial Zoning Permits Issued or Under Review

Applicant/Project Name	Location/address	Review Type	Status See Legend at end of matrix
Tasos Vatikiotis – Purcellville Theater	860 E Main Street	Interior fit-up, Suite I, 2 nd Floor	Approved 4/26/16
Select Property Management/ Purcellville Firehouse	130 S 20 th Street	Interior Future Tenant Fit-up	Approved 5/9/16 Parking lot zoning permit issued 4/11/17
Smokin Willy	201 N. Maple Avenue	Interior Fit-up for expansion and renovations	Approved 4/21/17
Supercuts	1201 Wolf Rock Drive, #155, Catoctin Corner	Interior Fit-up for hair salon	Approved 4/26/17
Dunkin’ Donuts	1200 Wolf Rock Drive, Catoctin Corner	Interior fit-up for restaurant with drive-thru	Approved 6/12/17
Dragon Hops Brewing	130 E. Main Street	Demo interior Outside seating area	Approved 2/8/17 Approved 5/18/17
Purcellville Motorsports	405 Browning Court	New Construction	Approved 5/17/17
SunTrust Bank	165 Purcellville Gateway Drive	New Construction	Approved 5/2/17
Catoctin Corner	1220 Wolf Rock Drive, Building 7. (4 th bldg. approved)	Shell building	Approved 6/5/17

Table C

Commercial/Industrial Occupancy Permits issued

Applicant/Project Name	Location/address	Review Type	Date of Approval	Employees
Tropical Smoothie	609 E. Main Street	Restaurant	12/9/2017	7
SunTrust Bank (Temp CO)	160 Purcellville Gateway Drive	Commercial/Bank	12/7/2017	12

Home Based Business – Permits Issued				
Lydia Teague Photography	17448 Aldershot Place	Home Office	12/19/2017	1
New Employees		Year to Date	Month of December	
		172	20	

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

PUBLIC/TOWN PROJECTS:

1. **Maple Avenue Water Line Replacement**
 - Zoning permit issued 5/17/17
2. **Pavilion Rebuild at Fireman’s Field**
 - BAR Minor Project Exemption issued on 5/8/17
 - Zoning permit issued 5/18/17

BUSINESS RELATED PROJECTS:

Approved:

1. **Catoctin Corner** – E. Main Street and Rt. 287 N.
 - 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.
 - Building 3&4; Building 1A, 1B & 2; Building 6A & 6B; and Building 7 are on the 3/21/17 BAR agenda for amendments.
 - BAR approved amendments on 3/21/17.
 - Building #7 site plan revision approved.
 - **Dunkin Donuts and Catoctin Corner Dental open for business.**
2. **Mayfair Industrial** – East Nichols Lane.
 - Site Plan revision approved on 7/13/16.
 - Subdivision complete and lots are being sold and developed.
3. **Vineyard Square** – 130-148 21st Street.
 - 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. **Purcellville Motorsports** – 405 Browning Court
 - Site Plan approved 4/7/08.
 - BAR approval 7/19/16.
 - Public Improvement and landscape bond are to be submitted. Business utility form under review.
 - Bonds submitted and under review.
 - Bonds approved. Zoning permit may be issued upon receipt of water and sewer availabilities.
 - Availabilities paid and zoning permit issued 5/17/17. Under Construction.

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.
 - Comments have been addressed and applicant is to submit signature sets.
 - Waiting on bond approval.
 - Site Plan approved and zoning permit issued on 5/2/17. ~~Under construction.~~
 - **Open for Business.**

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.
 - **Applicant requested postponement of report review by Council.**

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.
- Planning Commission public hearing on this application is scheduled for 2/16/17.
- Public hearing was held by Planning Commission. Application will be on the 3/16/17 PC agenda for further review.
- On 3/16/17, Planning Commission recommended to Town Council approval with conditions.
- Town Council returned application to Planning Commission for further review following public hearing.
- Applicant resubmitted plan on 5/12/17. UR
- TCPH for SUP on 9/7/17. PC voted to recommend that the TC approve the application with conditions.
- **PH for SUP on TC Agenda 10/10/17.**

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.
- Review comments sent to applicant.
- CPA, RZ, and SUP resubmission received 7/30/2017 that included revised Statement of Justification, Response to review comments, Proffer Statement, Economic and Fiscal Impact of Commercial Use of the Property, Conceptual Building Elevations and Materials, Water and Sanitary Demand Estimate, Crosswalk Evaluation Memo, and Site Plans.
- Documents distributed for review on 8/05/2017.

4. Purcellville Children's Academy – 120 Ken Culbert Lane

- 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.
- Purcellville Children's Academy submitted a site plan on 1/11/17 for the construction of a new building.
- Site Plan was sent out for review on 1/19/17.
- Site Plan resubmitted on 4/10/17. UR
- Right of Way Dedication submitted on 4/10/17. UR
- Easements deed and plat re-submitted, approved and recorded.
- **Under Construction.**

5. **Valley Storage - 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 4/10/17
 - Plans sent to review agencies on 4/10/17.
 - Comments have been sent to applicants 5/31/17
 - 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.
 - Waiting on applicant to resubmit.
 - Building will be on the 3/21/17 BAR agenda.
 - Pre-application discussion at 3/21/17 BAR meeting. Applicant will resubmit.
 - Site Plan resubmitted on 3/30/17. UR

6. **Matuszko Farms, LLC/McKim** – Lot 4, Mayfair Industrial Park
 - Site Plan submitted 3/3/17. New Construction. UR

7. **Truck'n America** – Lot 3, Mayfair Industrial Park
 - New Construction Site Plan submitted 9/5/17.
 - Documents distributed for review 9/8/17.
 - CDA approved 10/10/17.

8. **Old Dominion Self Storage** – Lots 5 & 6, Mayfair Industrial Park
 - New Construction Pre-Submission Site Plan submitted 8/21/2017.
 - Documents distributed for review 8/21/2017.
 - CDA approved 10/10/17.

9. **Blue Ridge Vets** – Lot 10 Mayfair Industrial Park
 - SUP submitted 4/4/2017
 - PH on PC Agenda 9/21/17.
 - PH on TC Agenda 10/24/17.
 - Approved

Other Projects and their status:

1. **Mayfair Residential** – Purcellville Road/Route 611.
 - Brookfield has applied for 135 zoning permits and paid for 135 water and sewer availabilities as of 6/30/17.

2. **Morgan Meadows (formerly Beauma Meadows)** – N Hall Avenue.
 - Preliminary Subdivision Plat approved on 8/24/16.
 - Boundary Line Adjustment submitted. Waiting on fee.
 - Boundary Line Adjustment approved.
 - **Reviewing construction plans for final subdivision.**

3. Ball Property Development/Subdivision – 32nd Street

- Construction Plans & Profiles submitted on 3/21/17
- Additional fees submitted on 4/10/17
- Completeness review completed.
- Construction Plans are currently UR
- **Received record plat on 11/16/17- under review**

4. 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.
- Waiting on applicant to resubmit.
- CPA and PCA resubmitted **8/24/17**.
- Documents distributed for review **8/24/17**.

PROJECTS ON HOLD:

None

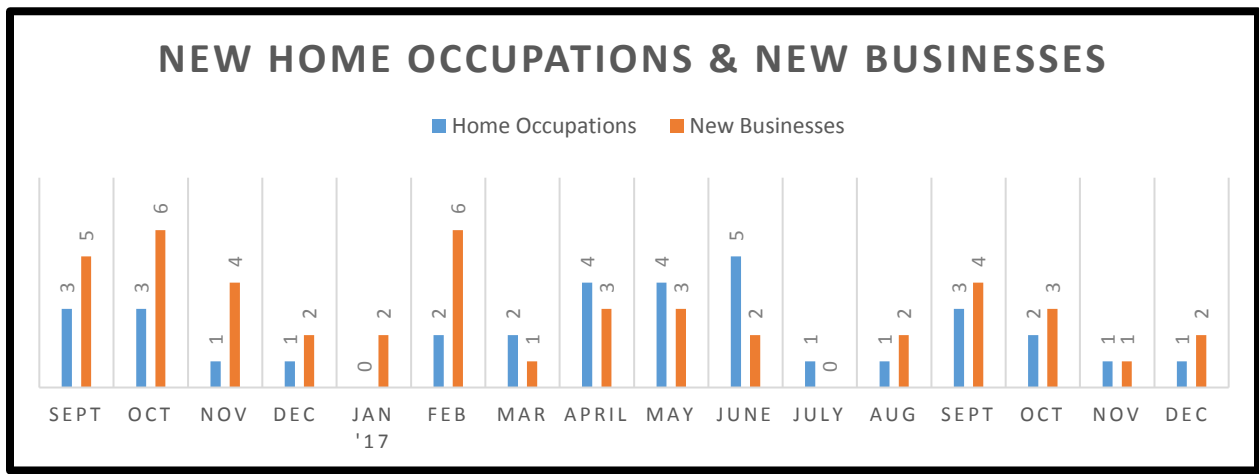


Chart I: New Businesses and Home Occupations

2017 Year-to-Date and Current Month Permits Summary:

2017 Year to Date

Month of December

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	<u>Total</u>	<u>Total</u>
Commercial/Industrial (does not include temporary)	27	1
Home-Based businesses	26	1

	<u>2017 Year to Date Total</u>	<u>Month of December Total</u>
<u>Permits Issued</u>		
Zoning Permits (general permits)	337	14
Occupancy Permits (not temporary)	143	20
Temporary Occupancy Permits	5	1
Sign Permits – Temporary	36	0
Sign Permits – Permanent	67	3
Sign Waivers	7	0
Zoning Determination Letters	1	
Zoning Clearance Letters	3	1

	<u>2017 Year to Date Total</u>	<u>Month of December Total</u>
Requests		
Special Use Permits	2	
BAR – Certificates of Design	11	
BAR – Pre-application discussions	2	
Variances		
Annexations		
Rezoning	1	
Comprehensive Plan Amend.		
Proffered Condition Amendment		
Boundary Line Adjustments	2	
Lot Consolidations		
Site Plans	5	
Site Plan Amendments/Revisions	1	
Minor Site Plans		
Special Exceptions		
Construction Plans	1	
Construction Plan Amendments		

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Preliminary Subdivision Plats	
Minor Subdivision Plats	
Preliminary Subdivision Plat Revisions	
Commission Permits	
Easement Plats	3
Record Plats	
Grading Plans	
Zoning Ordinance Amend. Request	
County Referrals	

Complaints/Violations for the month of December, 2017

Lawn Complaints (Tall Grass)	
Code Violation Warnings	0
Formal Notices of Violation issued	
Illegal signs confiscated in the Town’s right of way	20
Unresolved violations	
Resident Complaints (not tall grass)	0

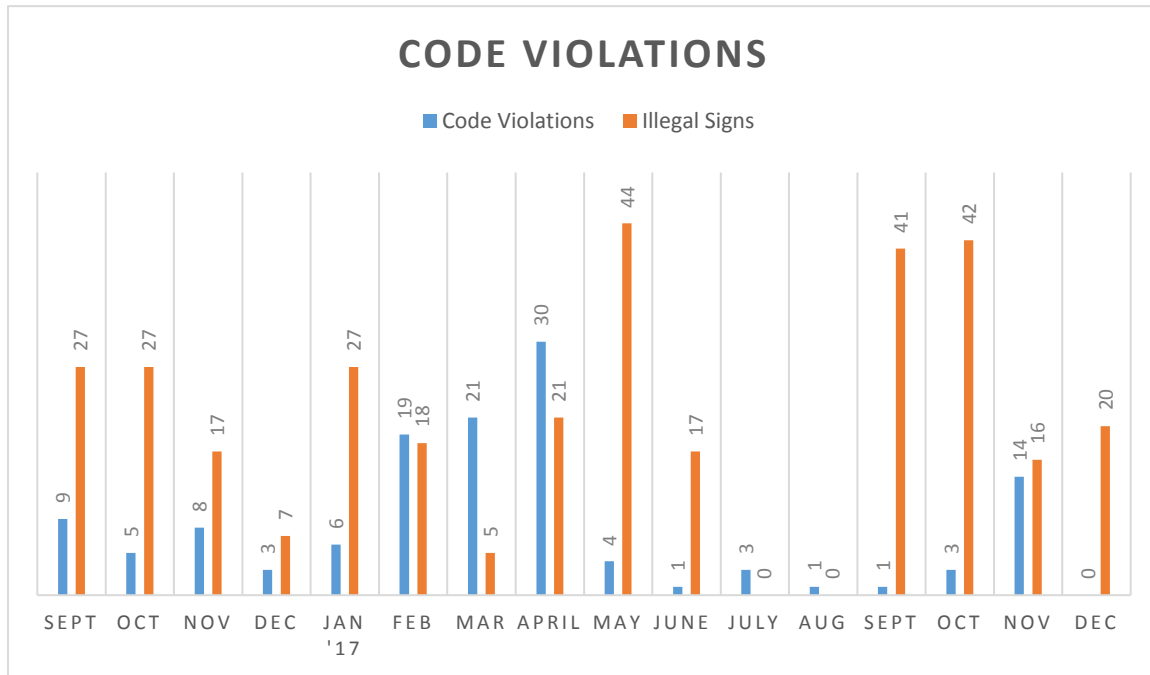


Chart II: Code and Sign Violations

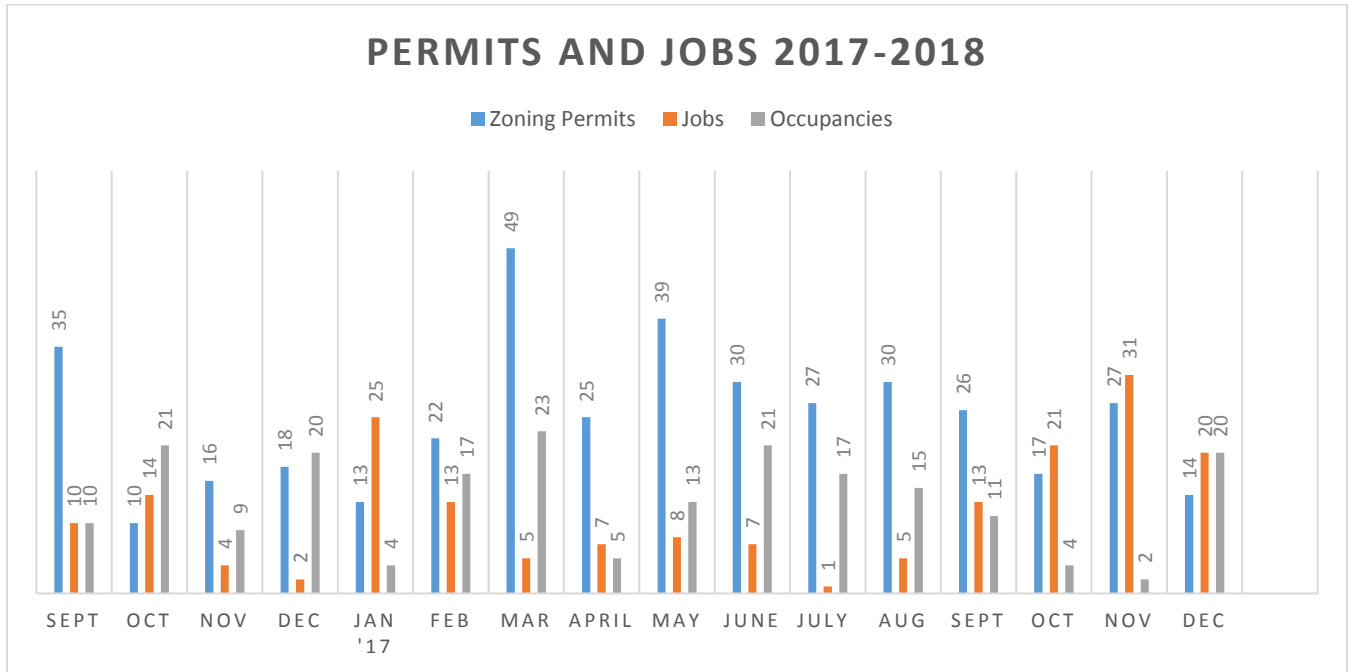


Chart III: Trends for Zoning Permits, Occupancy Permits and Jobs

Departmental Initiatives.

Working on amendment to budget and scope of work to complete Comprehensive Plan Update through adoption. Consultant is working on edits to create “Base Draft” Plan, due by 11/9.

“Base Draft” Plan to include:

- Updated Enhancement Area sections with numbered target areas on the maps and the existing conditions, what the public said they wanted there (the dot distribution input), the general recommendations, and then the special numbered area recommendations.
- Addressing green space, open space and green infrastructure in the General Development Recommendations.
- A detailed plan amendment process with a chart to explain how someone might apply for and how the town would consider an amendment to the plan.

Seeking Town Council review and comment on the “Base Draft” as soon as possible after 11/9 (preferably prior to Thanksgiving). Staff and consultant developing a “Change Matrix” to track agency, public, and Town Council comments and if/how Planning Commission decides they will be incorporated into the Plan. Additional scope and schedule detail is forthcoming.

For further 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 continues its support of arts projects around town. 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 7 p.m. in Town Hall and welcomes public input and participation.