

STAFFORD COUNTY PLANNING COMMISSION MINUTES

October 25, 2017

The meeting of the Stafford County Planning Commission of Wednesday, October 25, 2017, was called to order at 6:30 p.m. by Chairman Tom Coen in the Board of Supervisors Chambers of the George L. Gordon, Jr., Government Center.

MEMBERS PRESENT: Tom Coen, Crystal Vanuch, Sherry Bailey, Steven Apicella, Roy Boswell, Darrell English, Mike Rhodes

MEMBERS ABSENT: None

STAFF PRESENT: Jeff Harvey, Rysheda McClendon, Stacie Stinnette, Susan Blackburn

DECLARATIONS OF DISQUALIFICATION

Mr. Coen: Do we have any declarations of disqualifications? Seeing none, and nobody has indicated any type of change in the agenda. We move onto our Public Presentations. At this point in time, we normally have 3 minutes for the public to come and speak. When you come up to the podium you have 3 minutes. Please state your name and your address. This is an opportunity to speak on any item other than the public hearing item for the evening; so that's item number 1. Please state your name. You have 3 minutes when the green light turns on. When you hit the yellow light that means you have 1 minute left. And then when you see the red light, we ask you to wrap up your comments. If anyone would like to speak, please come forward at this time. Alright, so we close the public comment period. So now we have a presentation from Ms. Kim McClellan. So Mr. Harvey, would you like to introduce?

PUBLIC PRESENTATIONS

Stafford County Housing Study by Kim McClellan, Public Policy Director, Fredericksburg Area Association of Realtors

Mr. Harvey: Thank you Mr. Chairman. This is Ms. Kim McClellan from the Fredericksburg Area Association of Realtors. She's here to give a briefing on a regional housing study.

Mr. Coen: Good evening.

Ms. McClellan: Thank you, good evening.

Mr. Harvey: Computer please.

Ms. McClellan: My name is Kim McClellan, I'm the Public Policy Director for FAAR, the Fredericksburg Area Association of Realtors, and I'm joined tonight by Debbie Irwin. She is a realtor; I'm not a practitioner so I just play one on TV. But Debbie's going to help answer any questions I have about the market that I can't. She's a former President of FAAR and has been a realtor for quite a long time. So, thank you so much for allowing us to come speak about our housing study. I'll just give you a little bit of background about why we did this. We did not have a new idea with this. We kind of borrowed from our neighbors to the west. Our association in the Greater Piedmont Area worked with Culpeper County to come up with a housing study that they were then able to turn into their affordable housing part of their Comprehensive Plan. We thought hey, this is a great partnership; is there some way we can do something similar at FAAR? And we decided that we were going to do a baseline study on where we're at with housing and demographics for our five jurisdictions in Planning District 16. We

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know that regional numbers are great, but you guys need individual numbers for your specific county. So the way that we put the presentation together, we have a wonderful intern from Mary Washington who put together this beautiful presentation. You'll see a couple of slides I added that are not as beautiful, but I pulled out Stafford County on a couple so you can see. But mostly you're going to be looking at the region as a whole and then we'll look at Stafford County specifically. So next slide please. We'll just look at some population highlights. These are not going to be anything that's crazy to you but I think it's useful to look at it in context with some of the other jurisdictions. We obviously have grown a lot. One thing that I wanted to pay particular attention to is that median income number. You'll see along the bottom median income for the five jurisdictions, and Stafford's is obviously incredibly high. So, but we're going to delve a little deeper into that median income because it does vary when we're talking about households; renter households and homeowner households. Next slide please. So this details those disparities which obviously they are great, especially in Stafford County. You're looking at a median income of homeowners of \$113,000. On the flip side, renter incomes are \$55,000. That is a big disparity, and we see that in other jurisdictions around the region as well.

Mrs. Vanuch: I just have a quick question about that.

Ms. McClellan: Yes.

Mrs. Vanuch: When you guys are including the incomes, do you include like the BAH? For example, we have a lot of military in Stafford County so I was just wondering like if they're... you know, military income might be like \$40,000 if they're renting a house but their BAH is like \$2,000/\$2,500 which is what they use to rent the house. I'm wondering if that's why there's such a huge disparity maybe?

Ms. McClellan: Possibly. I don't think BAH is included. These are income statistics as reported by the State, so I don't think they count Base housing allowance into those income numbers.

Mrs. Vanuch: Okay.

Ms. McClellan: But you know what, that's a great question and I will check with our researcher. I have not gotten that one yet. Anything that I don't know the answer to I will definitely get y'all an answer on that.

Mr. Coen: Thank you.

Mrs. Vanuch: Would make me feel better.

Ms. McClellan: Well, and, you know, King George is obviously a big... when you look at their housing... their income, it's a huge difference because of Dahlgren. That skews a lot of their income in the county. So I will get the answer to you for that question. But it is a big difference, and we see that across the region. So, when we're looking at incomes -- we'll go ahead to the next slide -- and look at a little bit of demographic pattern. So, these folks who are owners, you know, how many do we have across the County? What is our home ownership rates? Obviously it's no surprise it's lower in the City. The City has a lot of rental housing and a lot of older homes that are rented out. Stafford has a very high home ownership rate. But what is that going to look like in 10 or 15 years? Certainly millennials are delaying home ownership. I think a lot of our members, and Debbie, you can correct me if I'm wrong, but anecdotally I'm hearing that millennials really any different. They want to buy houses; they're just on a longer timeframe. So, as they start to get married and have children, they look to communities like ours to move down to. They're just doing it a little bit later. But what are they looking for? Are they looking for smaller footprints? You know, that's something that we're always looking at. So, looking at

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the number of households, family households, obviously this is a family community in Stafford. You have 82% of the household makeup in Stafford County is families; that's people... it's married couples with children, married couples without children, and then single-family households. So we'll go to the next slide. So, this is one of the ones that I did that is not very pretty compared to the other slides. But I wanted to pull Stafford out so you can really see that breakdown. Debbie and I were talking when we were having dinner before now that one thing that's really missing which isn't exactly captured in this pie chart is senior housing. We don't have a lot of senior housing and then you look at that number, people living alone that are over 65, 4% doesn't seem like a lot. But anecdotally, what Debbie had told me when we were having dinner, a lot of those 34%, those married couples without children, are older folks who... not older necessarily, but would look to live in a senior community. Or maybe they're older in this community because their kids live here and they need to be close to them. And there's nowhere for them to go. You know, there's not a lot of one-floor rambler kind of communities they can move into, villas, so I'd love to see if we could kind of break that married couples without children down to show you maybe 55 and older, because I think that would really show that we're missing a piece with senior housing. Okay, so now we'll go to the next slide. So, where are these people living? Are they working here? Living here? The resident workforce in Stafford is 34%, which is pretty low compared to some of the other jurisdictions. Certainly Caroline has a lot of commuters. I know that this is no surprise that 64% of our population are out-commuters, they're going elsewhere. In the actual study, which I think I emailed you all, there's where those people are going, whether they're in Virginia, in D.C., or commuting to places outside of Virginia. Next slide. So, of all these households that we have, where are these folks living? How many housing units do we have? And I thought that was very interesting that actually Stafford has less housing units than Spotsylvania. I don't know why, I didn't think that would be the case, but 45,759 housing units, which is up 4% from 2007. So it's not as big of an increase as I think that people sometimes think that we've had so much new construction. And I'll show you in a second another chart that proves that. But 89% of our housing stock is single-family homes, which is interesting... I'll show you in a little bit... the attached housing...

Mrs. Bailey: Mr. Coen?

Mr. Coen: Yes, Mrs. Bailey?

Mrs. Bailey: Ms. McClellan, with the figures that you have here in the pie charts, does that include new homes sales?

Ms. McClellan: No, and that's a great point. Thank you, Sherry, for pointing that out. We use data from our multiple listing service, which includes mostly resale homes. There's not a lot of new construction that runs through the MLS, so any of those new housing starts are not going to be captured. And I was talking to Susan earlier that it would probably be a great idea to layer this with occupancy permits to see how many we're adding. Actually, we'll go to the next slide because that's I think pretty instructive. So, when you're looking at the age of housing, and this is using 2015 numbers. Our researcher did this study at the beginning of 2016... excuse me, the beginning of 2017, so 2015 numbers were the last full year that was available. Only 2.9% of our entire housing stock has been built since 2010. That is 6... 5 years at the time of new starts that are accounting for such a small portion. That might have changed a little bit since then, but I would wager that it's not an enormous amount, that the vast majority of housing stock in Stafford was built since 1990. There is... certainly new construction is very hot right now and they're building a lot of new homes. So I'd love to see that layered on with occupancy permits, how much have we actually added to the housing stock with new construction starts. But again, we're looking at most of the housing being approaching what the 25-year mark in this region. Okay, next slide. So, I think this is one of the most instructive things that we were able to pull out of this study is how cost-burdened are our households? And I think Stafford is incredibly interesting. We

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determined cost-burdened by folks who are paying more than 30% of their gross income to housing. That's kind of the HUD definition for affordable housing. So, when you look at homeowners, we're doing pretty good. That's one of the lowest in the region; 22% of homeowners are cost-burdened. But look at that rental number; 55% of renters in Stafford County are cost-burdened, meaning they're paying more than 30% of their housing. One thing that I think is really interesting, which I'll show you all in the next slide, is that while I think perception-wise Stafford is definitely one of our more expensive counties. You'll see that in median income. And I actually send out housing stats to the Board of Supervisors; I realize I should send them out to the Planning Commission as well. Every single month I do a breakdown by month of where you're at compared to the region and just in Stafford County. And you always lead the region pretty much in median price. But you also have the attached townhome houses and they're the most affordable. So, I pulled the stats year to date. As of through September, there have been 380 townhomes, attached units sold. I don't think there's any condos really in Stafford County. But 380 attached units. I went and pulled Spotsylvania's just to compare the two; there have only been 161. So there's a lot of attached housing in Stafford County. The average sold price is \$244,000. So we'll go to the next slide because I have that broken out. The attached price is \$244 and the detached average price is \$359. So there's a big price difference between attached and detached, and there's a lot more attached housing in Stafford County. So, even though we have a pretty high median price at \$327,500 year to date, you've got a decent amount, more than any other region, more than any other county in the region, of that townhome inventory. I'm not really sure where all that is in terms of what neighborhoods or what zip codes...

Mr. Rhodes: Embrey Mill.

Ms. McClellan: Embrey Mill... well, I'm not sure. I mean, the average price in Embrey Mill for a townhome is probably not \$244.

Mrs. Bailey: It's probably (inaudible) I would imagine. That would be the next largest newest one to be built.

Mr. Rhodes: Yep.

Ms. McClellan: So, I thought that was interesting to point out, that y'all do, from an affordability standpoint, you obviously have a lot of cost-burdened renters. But if they can afford to get into a townhome, those numbers drop significantly. And where does the County want to go from here? What do you want those numbers to look like in the future? We also don't make any recommendations in this study. This is really just a tool for you all to use in looking to the future. Okay, so the numbers are great year to date. We're obviously doing quite well. So, looking at the future, how many housing units are we going to need? And this is also in the study that you all have been emailed. So we're going to need... this is using... the way these projections work, and I had to verify this with my researcher, is if every new job created in Stafford, if those individuals and their families lived in the County, that's how they predict... that's how they got to this number of 12,702 housing units. So, looking ahead at matching up those housing units with the salaries that are projected for these jobs, out of the 12,000 units 2,000 new owner-occupied homes, including single-family and multi-family, are going to be needed priced below \$200,000. I'll defer to my realtors in the room, but I don't think there's a ton of inventory under \$200,000 that you can get that's a decent affordable place to live. So that's something that's going to be needed in the County. We're looking at another 2,600 owner-occupied priced between \$200 and \$399, which is a very competitive market right now. And then about 3,000 between \$4 and \$6, and then less than a thousand over \$600,000. So, looking ahead at those, that's the owner-occupied. On the rental side, there's going to be a substantial need for affordable rental units, for those earning below \$50,000 which is pretty low. More than 3/5 of the new rental units will have to be at or

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below \$1,250, which is a price I don't know we're seeing in Stafford County in terms of rents. We're actually working right now with the University of Mary Washington, the Center for Business Research, to do an apartment study. There's been such a boom of apartment buildings; we're trying to get a feel for what the price points are, what their vacancy rates are, and what future demand is going to look like in apartment buildings. But that's something that we thought was interesting looking ahead at these. Are we going to have enough housing in the price points that people are going to be demanding it for? So that pretty much concludes what we have so far.

Mr. Coen: Thank you.

Ms. McClellan: I'll be happy to answer questions.

Mr. Coen: One question, the last items, the statistics you gave, are those in your PowerPoint you sent us now, you know, before?

Ms. McClellan: The ones about the current market to date?

Mr. Coen: Right, and you were saying x number at this price point?

Ms. McClellan: Oh yes. That's the last part of the study that y'all should have, the study that...

Mr. Coen: The one that you emailed us?

Ms. McClellan: Mm-hmm.

Mr. Coen: Okay, thank you. I thought so but I just wanted to make sure.

Ms. McClellan: Yes, the last two pages are about those projections. And, you know, I'd be interested to look, if we looked today, at projections from 20 years ago, how much did they actually pan out? Did we get to that population level? You know, where are we in terms... how accurate are these projections going to be? We certainly are a growing area; we're not stopping growing. So we want to make sure that we have enough housing for everybody, but how we get there is not something that we've investigated yet but perhaps could be phase 2 of this study.

Mr. Coen: Any questions for Ms. McClellan? Thank you very much.

Ms. McClellan: Thank you.

Mr. Coen: We appreciate the information. It's always nice to get that information. So thank you Ms. McClellan. Alright, so we move to our first public hearing of the evening, that's item number 1 on the agenda and I turn it over to the... No. Did you want to make a statement before...? No? I didn't think so. You looked too relaxed to be thinking you had to make a statement. Alright, Mr. Harvey.

PUBLIC HEARINGS

1. Amendment to the Zoning Ordinance - Proposed Ordinance O17-32 would amend the Zoning Ordinance, Stafford County Code Sec. 28-25, "Definitions of specific terms," to amend the definition of hospital to expressly include all departments or divisions of a hospital, including freestanding departments. **(Time Limit: December 22, 2017)**

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Mr. Harvey: Thank you Mr. Chairman. The next item is a public hearing to amend the Zoning Ordinance, specifically revising the definition of hospital. And Susan Blackburn will be giving the presentation.

Mr. Coen: Good evening Mrs. Blackburn.

Mrs. Blackburn: Good evening Mr. Chairman, Planning Commission members. You are to consider a amendment to the Zoning Ordinance, proposed Ordinance O17-32, to modify the definition of hospital to include all departments required to be included in the license of a hospital, such as a freestanding department. And this has come to us... we had an application submitted to the County for a freestanding emergency department. The specific use was not listed in the Zoning Ordinance and the applicant requested a written determination by the Zoning Administrator that this be considered a medical clinic. After reviewing the definitions of medical clinic, medical office, and hospital in the Zoning Ordinance and researching how the facility would operate and be licensed, the determination was made that the facility would be included in the definition for hospital. The Virginia Department of Health requires a freestanding emergency department to be licensed under a hospital license. And attachment 2 in your packet does include the existing definitions of medical clinic, medical office, and hospital. Now, with this determination, the applicant did not agree with this decision and appealed the determination to the Board of Zoning Appeals. And on May 23rd, the Board of Zoning Appeals voted to uphold the determination of the Zoning Administrator. It is my understanding that the applicant has appealed the decision to the Circuit Court and the last I understood, that it was still on the court docket for April of 2018. Now, staff does believe that to provide more clarity in the Zoning Ordinance, the definition of a hospital should be amended to expressly include all medical facilities and departments that are required to be licensed under the umbrella of a hospital license. And this item was presented to the Planning Commission on September 13, 2017, and the Commission voted to authorize a public hearing for September 27, 2017. At the last Planning Commission meeting, staff received comments that the word *emergency* should be removed from the proposed ordinance language. And we have included that revision in the proposed Ordinance O17-32. Now, the Community and Economic Development Committee reviewed the amendment on July 5th of this year and forwarded the proposed ordinance to the Board. On August 15th, the Board approved Resolution R17-212 which referred the proposed ordinance to the Planning Commission for your public hearing and recommendations. And the referring resolution did allow you to make modifications as deemed necessary which was done and incorporated into this Ordinance. And staff recommends that the Planning Commission vote to recommend approval of proposed Ordinance O17-32 with the revised language. Do we have any questions?

Mr. Coen: Alright, any questions for Mrs. Blackburn? Alright, seeing none, thank you. We will open up our public hearing. During the public hearing you are able to come up forward and speak to us. As you come forward, please state your name and your address. You have up to 3 minutes speak. When you start speaking, after you've given your name and address the green light will turn on. When you see the yellow light on, that means you have 1 minute left. And when the red light is blinking, we ask that you wrap up your comments. Alright, so we open up the public hearing. Is there anyone that wishes to speak? Come on down to the microphone in the center aisle. Okay, just come down if you'd like to speak.

Mr. Rahman: My name is Mohammed Rahman and I am with the Islamic Center of Stafford. I am (inaudible) the All Muslim Associations of America, here to speak about the cemetery...

Mr. Coen: Okay, that would be during the earlier one. This is just about what Mrs. Blackburn was talking about, which would be the hospital, language for the hospital ordinance.

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Mr. Rahman: Oh, I see.

Mr. Coen: So, during beforehand when... before they did the presentation about the different types of housing we had a public comment time and I said that's when you could have come down for that.

Mr. Rahman: I see, okay.

Mr. Coen: So, when we meet again in November, if you'd like to come at that time, you're certainly welcome to come down then.

Mr. Rahman: I appreciate it, thank you very much.

Mr. Coen: Thank you very much. I know, it's a different process that you have to try to get used to.

Mr. Rahman: Thank you.

Mr. Coen: You're welcome sir. Okay, anyone wishing to speak about the hospital language public hearing? Okay, seeing none, I'll close the public hearing and bring it back up to the Commission. There's really nothing to ask staff about since nobody raised any questions. So, do we have any comments or motions by the members of the Commission?

Mr. Rhodes: Mr. Chairman?

Mr. Coen: Yes, Mr. Rhodes.

Mr. Rhodes: I make a motion to... that we recommend approval of proposed Ordinance O17-32, item number 1.

Mr. Coen: Alright, do we have a second.

Mrs. Vanuch: Second.

Mr. Coen: Alright.

Mr. Rhodes: As amended.

Mr. Coen: As amended, right. Any comment Mr. Rhodes?

Mr. Rhodes: No sir.

Mr. Coen: Any comment Mrs. Vanuch?

Mrs. Vanuch: No further comment.

Mr. Coen: Alright, any comment from members of the Commission? Okay, before we vote, I just... this is a continuation of our process we've been doing to try to update codes, Ordinances, and adapting language and clarification of language of our various codes and ordinances as we are in the 21st century. So, to me this is just a continuation of what this Commission and this County has been trying to do on many different issues. Alright, so I have a motion before us for approval of O17-32; if you'll vote. And

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it passes unanimously (7-0). Thank you Mrs. Blackburn. Alright, that takes care of our public hearing, so now we move to Unfinished Business. Mr. Harvey and we then go back to Mrs. Blackburn.

UNFINISHED BUSINESS

2. Amendment to the Zoning Ordinance - Proposed Ordinance O17-30 would amend the Zoning Ordinance, Stafford County Code Sec. 28-25, "Definitions of specific terms" to create a definition for e-commerce. The proposed amendment would also amend the definition of home business to include e-commerce with the exception of a firearm transfer only business license and retail sales and amend the definition of rural home business to include e-commerce with no exceptions. **(Time Limit: December 22, 2017) (History: Deferred on September 27, 2017 to October 11, 2017) (Deferred on October 11, 2017 to October 25, 2017)**
(Authorize for Public Hearing By: November 15, 2017)
(Potential Public Hearing Date: December 13, 2017)

Mr. Harvey: Thank you Mr. Chairman. Mrs. Blackburn will give an update on this item.

Mrs. Blackburn: Mr. Chairman, Planning Commissioners, this is an update on proposed Ordinance O17-30, which is an amendment to the code to create a definition for e-commerce. And you first heard this, oh, a couple months ago... no, a couple weeks ago, I'm sorry. And at the October 11th Planning Commission meeting, we were informed that there were certain regulations through the State Code that we had to abide for. And one of the main issues was concerning firearm transfers. And there was a move to have them be treated differently than other in-home businesses. And we were told that that could not be done. And with that being said, the Commission focused their discussion on businesses conducted in the home towards the definition of home occupation and home businesses. You wanted to know the differences between the two as they are defined in the Zoning Ordinance, also how Spotsylvania County regulated businesses out of the home and how a business might impact the neighborhood. You also mentioned such items as how many customers a day, deliveries of merchandise, and the number of employees. Questions were also asked concerning the differences between manufacturing and creating items from sewing, arts and crafts, etcetera. Now, I have provided the regulations for home businesses from Spotsylvania County and the City of Fredericksburg, and Fairfax County so you can review them. Staff has highlighted the differences in the two definitions of home occupation and home businesses that are in the current Stafford County Zoning Ordinance. And staff will be drafting regulations to incorporate the impacts mentioned by the Commission and any additional input the Commission members will provide. The Commission also agreed with staff that this subject requires more time to discuss and determine the best course of potential changing of the regulations of all types of home businesses and addition to e-commerce activities in the County. And you voted to request more time from the Board of Supervisors to accomplish this, and this will go forward to the Board on November 21st to ask for additional time.

Mr. Coen: Alright, any questions or comments for Mrs. Blackburn? Mr. Apicella.

Mr. Apicella: Mr. Chairman, it's really just a comment. I'm a little concerned because the timing is a little askew. We're going to be asking the Board for more time, which I hope they grant, but that decision won't happen until after the deadline to authorize this for public hearing. So, I'm not quite sure what we need to do.

Mr. Coen: Okay. Mr. Harvey? And really we talked about this on Monday, but how best to proceed? I know we're asking the Board for more time and I think we (inaudible) a number.

Mr. Harvey: Correct. And Mr. Chairman, based on the timing of the next Board of Supervisors meeting, they're only having one meeting in November which is the 21st. So, as Mr. Apicella pointed out, we do have a little bit of a timing issue. So, the Planning Commission could stay on track and November 15th authorize

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the public hearing. The ad won't run in the paper until after the 21st so if the Board... Commission so directs us and the Board grants the approval on the 21st, we could have the ad pulled and we continue on with the discussion later.

Mr. Coen: Okay. Is that sort of the feel? And I think, are we asking the Board for a hundred days?

Mr. Harvey: Yes, Mr. Chairman. The way staff has drafted the resolution and report at this point in time is that the report would acknowledge that the Commission has been working diligently on this matter and it has determined that e-commerce is a bigger issue than just the definition. It involves a lot of activities that are related to home-based businesses and that subject matter requires a lot more discussion and probably other amendments. So the request is to the Board to grant more time on e-commerce, but also to allow the expanded scope to include discussion of home-based businesses.

Mr. Coen: Okay, thank you. Any other thoughts by members of the Commission?

Mr. English: So, we have to authorize a public hearing, like Jeff said, (inaudible - microphone not on)?

Mr. Harvey: No sir, it's your next meeting in November.

Mr. Coen: Next meeting, okay. Alright, and since we already sort of asked at our last meeting for more time, we don't have to make a motion to ask for more time since you're going forward with that already?

Mr. Harvey: Correct.

Mr. Coen: Alright. And so, once again, if anyone has any ideas or suggestions, Mrs. Blackburn is dying to have them sent to her so she can continue her quest.

Mrs. Blackburn: Yes, please.

Mr. Coen: I did actually find out about those LuLa...

Mrs. Vanuch: LuLaRoe.

Mr. Coen: Yeah, LuLaRoe things from somebody I work with yesterday.

Mrs. Vanuch: You bought a pair?

Mr. Coen: No, somebody I work with was actually wearing a pair.

Mr. English: His suit's a LuLaRoe.

Laughter.

Mr. Coen: At least she didn't pick on my ties. Alright, thank you.

Mr. Rhodes: That is a picture I don't want in my mind!

Mrs. Bailey: I apologize to the viewers.

Mr. Coen: Alright, so have it noted that I did not start that. Okay, so now we have no New Business, so we move to Mr. Harvey's report. Please bring us back to some semblance of sanity.

NEW BUSINESS

NONE

PLANNING DIRECTOR'S REPORT

- ❖ Authorize Joint Public Hearing with Board of Supervisors
- ❖ Amendment to the Bicycle and Pedestrian Facilities Plan Element of the Comprehensive Plan
- ❖ Neighborhood Design Standards for Senior Apartments

Mr. Harvey: Well thank you Mr. Chairman. The first item on the Planning Director's Report is regarding a request by the Board of Supervisors to conduct a joint public hearing. At last Tuesday's Board meeting, the Board adopted a resolution requesting the Planning Commission to participate in a joint public hearing for a proposed proffer amendment, as well as conditional use permit amendment, for property owned by Mary Washington Healthcare. As you may recall, they have the main hospital complex, which is the west campus; and there's also an east campus where there currently is a farmer's market being conducted on a series of parking lots that were constructed. That initial concept had 10 office buildings that was approved on a site plan to be built. However, it has not moved forward for construction. Currently, there's a proposal to have a new option for that property. A company called CRA has submitted an application requesting an amendment to the proffers; specifically, the GDP and other factors to build a 1-story medical office building that's approximately 110 feet in size, which would roughly be very similar to the square-footage that was approved on the prior site plan. But it would require a reconfiguration of the property and some of the proffers, as well as CUP conditions. This economic development prospect, should they be awarded a federal contract, will be under a very tight timeline to have a building constructed and open and operational. That is the reason why the Board is requesting that the Planning Commission participate in this joint hearing. The Board has suspended its by-laws to accommodate this request. The staff would ask the Planning Commission its consideration for scheduling a special meeting for that joint public hearing.

Mr. Coen: Alright, thank you. And I believe what we need to do is technically accept their invitation and then announce that we're having a public hearing... having a joint public hearing, correct?

Ms. McClendon: That's correct Mr. Chairman. You need to announce the special meeting of the Planning Commission.

Mr. Coen: Yes. Okay, any comments from the Planning Commission? Okay, so I'll officially say we accept their invitation and that we are announcing that we will have the meeting on the 19th of December.

Ms. McClendon: At 7:00 p.m.

Mr. Coen: At 7:00 p.m. Alright. And if the people are asking at home, those that are still watching, I believe, and correct me Mr. Harvey, but the information on that was in last week's Board of Supervisors agenda.

Mr. Harvey: That's correct Mr. Chairman.

Mr. Coen: So, if people have questions, that's where they can find it easily.

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Mr. Harvey: And I have forwarded that information in an email with a link to the Planning Commission, and staff is working right now on finalizing some comments at the staff level and communicating back to the applicant. Once we've completed that process, we intend on providing the Commission and also the Board with a side-by-side comparison table they can take a look at what the current proffer is and what the proposed change is to help everyone better understand what's being proposed in advance of the public hearing.

Mr. Coen: Thank you very much. Thank you Mr. Harvey.

Mr. Harvey: Continuing on with my report, the Board of Supervisors also requested the Planning Commission consider amending the Bicycle and Pedestrian Plan Element of the Comprehensive Plan. That plan element was originally adopted in 1996 and is out of date. Staff has begun the process of doing some of the background research and looking at the Regional Bike/Ped Plan and updated standards for those types of facilities. Staff would ask the Planning Commission, as far as what guidance you want to give us. Do you want to form a committee going forward or would you rather have staff put together a proposal for a work plan that the Commission can endorse? Mr. Chairman, I'll leave that up to your direction.

Mr. Coen: Okay, I'll put it up to the Commission. I know what's my feeling from people's opinions about the number of subcommittees we already have or have anticipating. But anybody have any preference? Yes Mr. English.

Mr. English: My recommendation is just like Mr. Harvey said, just go ahead and have staff come up with a plan for us (inaudible).

Mr. Coen: Okay, yep, alright, I think everybody's in agreement. Having staff coming forward with it would be probably the best route of action.

Mr. English: There's probably not a whole lot on it, is it Jeff? How many pages is it, do you know?

Mr. Harvey: Well, Mr. Chairman and Mr. English, the current plan's very slight. There's not a lot of detail and information to it. A lot of things have happened in the last 20 years and we've got a lot more community input on the desire for trails and bicycle lanes. So, we would probably need to work with the Commission on doing some outreach and more documentation on what the public desires are. We've had some feedback from Parks and Rec and they're also involved at the staff level helping us with the background research. So, we anticipate that this plan will be more robust and have more specific recommendations.

Mr. Coen: And if memory serves me, there's no specific timeframe on this.

Mr. Harvey: That's correct. The direction was for the Commission to develop the amendment and then, as you feel like it's pretty much ready to go, then you'd send it back to the Board to request authorization to conduct public hearings.

Mr. Coen: Okay, Mr. Apicella?

Mr. Apicella: I was just going to say, Mr. Chairman, with all these kinds of changes, I think it's probably helpful to look at our peer communities to see what, if anything, they might have and might be useful to this process.

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Mr. Coen: Certainly. And I think during when we were doing the Comp Plan work, when we had public input, some people may have made some suggestions, so Mr. Zuraf may have some either notes or comments or some of those large maps where people had said that they were sort of thinking that. So I think that may be a good place to start from. And indeed, quite honestly, if we're thinking of what public to sort of reach out to, the people who came to those meetings might be a good one just to communicate with and say, we're looking at this, do you have any thoughts.

Mr. Harvey: Yes, Mr. Chairman, and staff, as part of our work plan, will put together first a notional list of potential special interest groups that may want to have input; for instance, the Fredericksburg Area Running Club, the Fredericksburg Bicycle Club, and other types of organizations. Plus, as you mentioned, people have come before the Commission in the past and have given some comments about specific trails or lack thereof.

Mr. Coen: Thank you Mr. Harvey.

Mr. Harvey: And then the next item, Mr. Chairman, is the Board also made a request to refer Neighborhood Design Standards with regards to senior apartments. As you recall, we have a Neighborhood Design Standards Element in our Comprehensive Plan. The Board of Supervisors approved the new R-5 zoning category that allows for senior apartments. However, they commented that they felt that it was important to have Neighborhood Design Standards that can address some of the concerns that were raised during the public hearing process with the Commission and the Board about public safety, what the buildings would look like, and things of that nature. So, the Board's directed the Commission to work on that.

Mr. Coen: Okay. And again, there's no timeframe and no specificity as to how we want to do it. So, is there sort of a feeling that staff sort of mash about this and think about this and reach out to some stakeholders for their input? You might check with Ms. McClellan who mentioned about senior housing and senior apartments and see what information they may have or tie into. She was mentioning how there's more research that needed to be done. She might have some ideas that way.

Mr. Harvey: Yes sir. And at your next meeting we'll have a draft work plan for that as well.

Mr. Coen: Thank you sir. Alright.

Mr. Harvey: And that concludes my report.

COUNTY ATTORNEY'S REPORT

Mr. Coen: Alright, thank you sir. County Attorney?

Ms. McClendon: I have no report at this time Mr. Chairman.

Mr. Coen: I'm waiting for the time you do. Alright, Committee Reports. Sign Ordinance Committee.

COMMITTEE REPORTS

❖ Sign Ordinance Committee

Next Meeting: October 25, 2017, at 2:00 p.m.

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Mr. Boswell: Thank you Mr. Chairman. We met today at 2 o'clock for approximately an hour. Most of our discussion was whether or not to change the rule on temporary signs, and the consensus was to leave it at 96 square feet. So, anybody out there that, during this election time, has more than three 4x8 signs, you need to limit that down. We are suggesting one change. Instead of having to go for a CUP if you need to deviate from the Ordinance, we're suggesting that maybe a Special Exception by the BZA might be... it would definitely be cheaper and it might be... I see my friend going for the mic down there.

Mr. Apicella: I'm just curious, what number... what's the volume of requests that come in?

Mr. Boswell: It's not that many. What staff is telling us is it's basically coming into play mainly with banks, with directional signs. It's not like they're getting a slew of them but, from what I'm understanding, but if we require them to get a CUP you're talking about \$10,000 and a Special Exception I was told is \$700.

Mr. Apicella: And is the sign committee going to recommend some criteria so that it's done in a fair and objective manner?

Mr. Boswell: That's what staff's going to be working on, yes, yes. Yeah, it'll be across the Board; it's not going to be site by site. It's going to be a formula.

Mr. Apicella: Great, thanks.

Mr. Boswell: And the next stop for this is going to the Community and Economic Development Committee to see if they want to put this through with this Board or whether we're going to move it into next year. And I believe that's it.

Mr. Coen: So, it would go up to the Board of Supervisors Economic Development Committee, okay.

Mr. Harvey: And Mr. Chairman, just for general information, since that would be an issue that would be in the Zoning Ordinance, the Board really, unless it wants to suspend its by-laws, wouldn't act on a referral until January.

Mr. Coen: Alright. Thank you Mr. Rhodes... I mean Mr. Roy Boswell. Landscaping Standards.

❖ Landscaping Standards Subcommittee

Next Meeting: October 25, 2017, at 4:30 p.m.

Mr. English: Yeah, we kind of finished up our committee meeting today. We're going to meet again in December and should wrap everything up and bring something back to the Commission probably maybe the first of the year is what we're looking at.

Mr. Coen: Okay, thank you Mr. English. Drive Aisle.

❖ Parking and Drive Aisle Standards Subcommittee

Mrs. Vanuch: Well, it looks like we're the fastest subcommittee yet again. No, I'm just kidding. Parking and Drive Aisles. So, at your table, you guys have a committee report of a couple of tables that the staff put together for us -- thank you very much Mrs. Blackburn and also Andrea who's not here tonight. So, we thought we could let you guys ponder on this for a couple of weeks, review it, and then we will be addressing Mr. Coen brought up a question regarding the width of parking spaces. So Jeff

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and team are going to do a little bit of research on neighboring counties over the next couple of weeks prior to the next Planning Commission meeting in November and come to us with what the other counties are requiring for minimum parking lot width and decide how we want to put that in the draft ordinance. And so I am committing to the Commission that by the next meeting we will have the draft ordinance as part of the agenda. You guys can take a look at this. If you have any specific questions on why anything was done, please feel free to email myself or Mr. Rhodes or staff. We're happy to walk you through some of the changes that we made. One of the biggest things was just creating more transparency and ease of understanding of the different categories, the number of spaces, and loading spaces. We did make a significant amount of changes to the required loading spaces based on stakeholder feedback to the County. So anyway, that's a summary of where we are and we're hoping to have this finalized by the next meeting for the Commission to be able to ponder on and make any suggestions or edits. Any questions?

Mr. Coen: Okay.

Mr. Apicella: Did you say the size of the parking lot or the size of the space?

Mrs. Vanuch: I'm sorry, the space. Who knows what I said, but I meant the space.

Mr. Coen: Right. And to be clear, in our landscaping committee, we talked about parking spaces and I kept wondering if we were going to address the idea that the vehicles are now wider and the doors are wider and the spaces seem to be more narrower. And so I appreciate your committee looking back at that and staff looking back at that, because to me that's...

Mr. Rhodes: I'm way wider than I once was.

Mr. Apicella: I was just going to say, I think that's a great idea because one way to create more spaces to meet the minimum threshold would be to skinny down the size of the space. I'll give you an example, at the VRE stations, those spaces are pretty tight, especially when you get these large trucks that take up a whole space and the back-end and the front-end are jutting into the other space and actually into the road. So, I can see where that can be an issue.

Mr. Coen: And minivans and SUVs and Hummers and yeah. So thank you; I appreciate your willing to look into that.

Mrs. Vanuch: No, that's a great point.

Mr. Coen: So, if I'm understanding correctly, sign ordinance is basically done, going forward to the Supervisors. Parking lots will be done by November. To a certain degree, landscaping is done just that staff needs to do some fine tuning. Mr. Harvey, is that basically what we were deciding today?

Mr. Harvey: Yes sir.

Mr. Coen: Okay, so my hope is that at our November 15th meeting, we delve into looking at the... how we would like to structure and deal with the other two subcommittees that have yet to be established. So that people have an understanding of our timeline. We had said when both those two other issues, the A-1 uses and the Cemetery Ordinance, came up, we felt that we already had a lot of items on our plate and so I think many of the items are getting cleared off our plate so now we can put more helpings around Thanksgiving. Alright.

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Mr. Rhodes: Crystal, maybe we shouldn't be done first.

Mrs. Vanuch: I know. I think we're going to get volunteered right off the bat. That's what happens when we're fast.

Mr. Coen: That's what happens when you're speedy.

Mrs. Vanuch: We're very thorough and we're very quick.

Mr. Rhodes: We have to back and relook at it.

Mr. Coen: That's right. And Mr. Boswell and Mrs. Bailey, the B&B team... oh, that'd be great. Alright. So, that's what we're sort of looking at. Anything else Mr. Harvey?

Mr. Harvey: Not that I'm aware of Mr. Chairman.

- ❖ A-1 Uses - Subcommittee to be Established
- ❖ Cemetery Ordinance - Subcommittee to be Established

CHAIRMAN'S REPORT

- ❖ DC to Richmond High Speed Rail - <http://dc2rvarail.com/>

Mr. Coen: Alright, thank you sir. I put on here just the DC to Richmond rail, what they're calling high speed rail. I went to the public session last week and they had... they're still accepting comments. I think the representatives from Falmouth and Aquia would be well-served to sort of check out the plan, see what they have online, and make some comments if you think it makes sense. For a large degree, they have taken the comments from the public into consideration in sort of what they're planning to do. So, I would just recommend to anybody, and if you're watching at home, the link of that is on our agenda.

Mr. Rhodes: He's so hopeful.

Mr. Coen: I know. I am hopeful. And I don't make it an assignment. Alright, Other Business. We have our TRC information, which is the Stafford Hospital priority project.

OTHER BUSINESS

3. TRC Information - November 8, 2017
 - ❖ Stafford Hospital Priority Project - Aquia Election District - Tentative

Mr. Harvey: And Mr. Chairman, that date may be subject to change depending upon when that site plan is filed. We initially thought it may be filed by the end of this week. It looks like it may be the middle of next week, so we may have to adjust that date.

Mr. Coen: Okay, cool, thank you. Hence the term tentative. Thank you for, as always, planning ahead. We are now moving to the Mike Rhodes section of the meeting.

APPROVAL OF MINUTES

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September 13, 2017

Mr. Rhodes: Motion for approval of the September 13th minutes.

Mr. Boswell/Mrs. Vanuch: Second.

Mr. Coen: Alright, we have a motion for approval of the September 13th minutes. I think Mr. Boswell beat you just by hairs.

Mrs. Vanuch: What?? You need to clean out your ears.

Mr. Boswell: No, no, I had you.

Mr. Coen: We certainly know it's not hair. Alright, so we have a motion for approval. All those in approval of the September 13th minutes, or against, please vote. *(The motion passed 7-0.)*

September 27, 2017

Mr. Rhodes: Mr. Chairman, I make a motion for approval for the September 27th minutes.

Mrs. Bailey: Second.

Mr. Coen: Ah, it's Rhodes and Bailey this time.

Mrs. Vanuch: I can't get it together.

Mr. Coen: And please vote. *(The motion passed 7-0.)*

October 11, 2017

Mr. Rhodes: Mr. Chairman, I make a motion for approval for the October 11th minutes.

Mrs. Vanuch: Second.

Mr. Coen: Okay, we have Rhodes and Vanuch. Alright, and we have approval (7-0). Any other items for the meeting? And so we adjourn at 7:16.

ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 7:16 p.m.