

**MINUTES OF THE REGULAR MEETING/WORK SESSION  
OF THE PLANNING COMMISSION  
CITY OF FAIRFAX  
CITY HALL, FAIRFAX, VIRGINIA  
December 18, 2017**

After determining that a quorum was present, Chairman Cunningham called the meeting to order at 7:00 p.m.

**Members Present:** Chairman Paul Cunningham and Commissioners Tom Armstrong, Tom Burrell, Joseph Harmon and Janet Jaworski.

**Member(s) Absent:** Commissioners Dennis Cate and Karen Wheeler-Smith.

**Staff Present:** Brooke Hardin, Director, Community Development & Planning; Jason Sutphin, Division Chief; Kelly O'Brien, Planner and Tina Gillian, Secretary.

**1. Pledge of Allegiance.**

Mr. Cunningham led the Commission in the Pledge of Allegiance.

**2. Discussion/Adoption of Agenda.**

**MR. BURRELL MOVED TO ADOPT THE AGENDA AS PRESENTED, SECONDED BY MS. JAWORSKI, WHICH CARRIED UNANIMOUSLY.**

**3. Presentations by the public on any matter not calling for a public hearing.**

No one from the audience came forward to speak.

**4. Approval of Minutes:**

**Consideration of November 27, 2017 Meeting Minutes.**

**MS. JAWORSKI MOVED TO APPROVE THE MINUTES AS PRESENTED, SECONDED BY MR. ARMSTRONG, WHICH CARRIED UNANIMOUSLY.**

**5. Consent Agenda – None.**

**6. Items Not Requiring a Public Hearing – None.**

**7. Public Hearings – None.**

**8. Adjourn Regular Meeting.**

**9. Work Session:**

- a. Presentation by Capstone Collegiate Communities, LLC of a design concept plan for the redevelopment of a site located at the northeast intersection of University Drive and Democracy Lane, Tax Map 57-2-20-006A.**

Mr. Sutphin presented the staff report which has been incorporated into the record by reference.

Ms. Lynne Strobel, with the law firm of Walsh, Colucci, then presented the design concept which has been incorporated into the record by reference.

- b. Discussion of Proffer Statute (Va. Code § 15.2-2303.4).**

Mr. Hardin introduced Mr. Pat Taves with the law firm of Greehan, Taves & Pandak to the Planning Commission. Mr. Taves presented a review of the proffer statute which has been incorporated into the record by reference.

- c. 2035 Comprehensive Plan – Scenario Planning.**

Ms. O'Brien presented the staff report which has been incorporated into the record by reference.

**10. Reconvene Regular Meeting.**

- 11. Motion to Amend Chapter 110 of the Code of the City of Fairfax, Virginia, and articles and sections contained therein, including, but not limited to: the Planned Development Districts and the review and approval procedures associated therewith.**

Mr. Hardin presented the staff report which has been incorporated into the record by reference.

He said the request tonight is for the Planning Commission to adopt a motion which authorizes staff to move forward on the next set of text amendments. He said adoption of the motion does not reflect approval of the amendments and a public hearing for the text amendments will be held at a future date.

**MR. BURRELL MOVED THAT IN ACCORDANCE WITH THE PUBLIC NECESSITY, CONVENIENCE, GENERAL WELFARE, AND GOOD ZONING PRACTICE, THAT THE CITY OF FAIRFAX PLANNING COMMISSION INITIATE AMENDMENTS TO CHAPTER 110 OF THE CODE OF THE CITY OF FAIRFAX, VIRGINIA, PERTAINING TO THE PLANNED DEVELOPMENT DISTRICTS AND THE REVIEW AND APPROVAL PROCEDURES ASSOCIATED THEREWITH. HE FURTHER MOVED**

**THAT A PUBLIC HEARING BE SCHEDULED FOR CONSIDERATION OF THESE AMENDMENTS, SECONDED BY MS. JAWORSKI, WHICH CARRIED UNANIMOUSLY.**

**12. Staff Report**

Mr. Hardin said the Planning Commission is set to consider the following items at their January 8, 2018 meeting: consideration of the Annual Report, nomination and election of Chair and Vice Chair, appointments to Boards and Commissions, review of existing Bylaws and continued discussion of the comprehensive plan. He said the January 22, 2018 meeting will include a public hearing on the proposed Capital Improvement Program and discussion of the comprehensive plan.

Mr. Cunningham asked when the zoning ordinance amendments will be placed on the Planning Commission's calendar.

Mr. Hardin said staff would like to move forward on this as soon as possible, however, there is no date set at this time. He said the public hearing will be noticed well in advance of the meeting date with notice also provided to the Planning Commission.

**13. Commission Comments.**

**Mr. Armstrong** – Wished everyone Happy Holidays.

**Ms. Jaworski** – Wished everyone Happy Holidays. She thanked Mr. Cate for his service on the Planning Commission and she looks forward to recognizing him for his service at an official Planning Commission meeting.

**Mr. Harmon** – No comments.

**Mr. Burrell** – No comments.

**Mr. Cunningham** – Reminded the Planning Commissioners that their annual Economic Interest Statements will be due by the middle of January. He wished everyone Happy Holidays and safe travels. He looks forward to seeing everyone at the January meeting.

**14. Adjournment.**

**Meeting Adjourned at: 10:13 p.m.**

ATTEST: *Tina Gillian*  
Tina Gillian, Secretary