

## City Council Work Session

Tuesday, May 28, 2013  
5:30 p.m.  
Council Chambers – Rouss City Hall

### AGENDA

#### 1.0 Call to Order

#### 2.0 Executive Session

- 2.1** MOTION TO CONVENE IN AN EXECUTIVE SESSION PURSUANT TO SECTION 2.2-3711(A)(1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF CONDUCTING INTERVIEWS AND DISCUSSION AND CONSIDERATION OF INFORMATION REGARDING THE EMPLOYMENT, ASSIGNMENT, AND APPOINTMENT OF CANDIDATES FOR COUNCIL APPOINTED BOARDS AND COMMISSIONS, AND FOR THE PURPOSE OF DISCUSSION OF THE SUBJECT MATTER OF PERFORMANCE AND EVALUATION OF SPECIFIC PUBLIC OFFICERS, APPOINTEES, OR EMPLOYEES OF THE GOVERNING BODY WHERE SUCH EVALUATION WILL NECESSARILY INVOLVE THE PERFORMANCE OF SPECIFIC INDIVIDUALS.

- 3.0 Public Comments:** (Each person will be allowed 3 minutes to address Council with a maximum of 10 minutes allowed for everyone.)

#### 4.0 Items for Discussion:

- 4.1 CU-13-211:** Conditional Use Permit – Request of KKE Properties LLC for a conditional use permit for conversion of ground floor nonresidential use to residential use at 24 Wolfe Street, Unit 6 and 26 Wolfe Street, Unit A (*Map Number 193-01-C-8*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay. – Tim Youmans, Planning Director (pages 2-7)
- 4.2 CU-13-176:** Conditional Use Permit – Request of Charles Salamone on behalf of AT&T Mobility for a conditional use permit to upgrade existing telecommunications facilities with additional antennas and equipment at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) – Aaron Grisdale, Director of Zoning & Inspections (pages 8-12)
- 4.3 R-2013-29:** Resolution – Approval to apply for CLG grant funding through the Virginia Department of Historic Resources for the purposes of amending and expanding the Nationally-Designated Winchester Historic District and amending the period of significance – Tim Youmans, Planning Director (pages 13-15)

#### 5.0 Liaison Reports

#### 6.0 Adjournment

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 5/28/13 (work session),  
6/11/13 (regular mtg)

CUT OFF DATE: 5/22/13

RESOLUTION \_\_\_ ORDINANCE \_\_\_ PUBLIC HEARING X

ITEM TITLE:

CU-13-211 Request of KKE Properties LLC for a conditional use permit for conversion of ground floor nonresidential use to residential use at 24 Wolfe Street, Unit 6 and 26 Wolfe Street, Unit A (Map Number 193-01-C-8) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

STAFF RECOMMENDATION:

Approval with conditions

PUBLIC NOTICE AND HEARING:

Public hearing for 6/11/13 Council mtg

ADVISORY BOARD RECOMMENDATION:

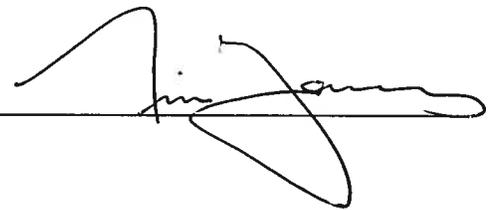
The Planning Commission recommended approval with conditions

FUNDING DATA: N/A

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Zoning & Inspections	AMG		5/22/13
2. City Attorney	AW		5/22/2013
3. City Manager			
4. Clerk of Council	DF		5-23-13

Initiating Department Director's Signature:  5/22/13  
(Planning Dept)



APPROVED AS TO FORM:  5/22/2013  
CITY ATTORNEY

# CITY COUNCIL ACTION MEMO

**To:** Mayor and Members of City Council  
**From:** Will Moore, Planner  
**Date:** May 22, 2013  
**Re:** CU-13-211

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**THE ISSUE:**

Conversion of ground-floor nonresidential space to multifamily residential use

**RELATIONSHIP TO STRATEGIC PLAN:**

Vision 2028 states that Winchester has a 'Vibrant Downtown' and 'Great Neighborhoods with a range of housing choices'. Continued Revitalization of Historic Old Town is a 2018 Goal.

**BACKGROUND:**

See attached staff report.

**BUDGET IMPACT:**

None

**OPTIONS:**

- Approve the request with conditions, consistent with the Planning Commission recommendation, because the proposed residential use of these particular units is as desirable, or preferable to, non-residential use.
- Approve with additional or modified conditions.
- Approve conversion of only one of the two units.
- Deny the request.

**RECOMMENDATIONS:**

The Planning Commission unanimously recommended approval for conversion of these two particular units.

Council Work Session  
May 28, 2013

**CU-13-211** Request of KKE Properties LLC for a conditional use permit for conversion of ground floor nonresidential use to residential use at 24 Wolfe Street, Unit 6 and 26 Wolfe Street, Unit A (*Map Number 193-01-C-8*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

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#### REQUEST DESCRIPTION

This request would allow additional ground floor space in the existing structure fronting along the north side of Wolfe Street in an existing mixed use building on a parcel addressed as 28-30 S. Braddock St (also known as 22-36 Wolfe St) to be used for apartments. Specifically, the request is to establish: 1) permanent residential occupancy for unit 26-A, previously approved for residential occupancy for a temporary period, and 2) residential occupancy for unit 24-6, a vacant unit on the north side of the building.

#### AREA DESCRIPTION

The subject property, as well all adjacent properties are zoned B-1(HW). The subject property is also in the flood fringe portion of the 100-year floodplain. The applicant documents 6 existing apartments on the ground floor, exclusive of the 2 units included in this application and an additional unit at 22 Wolfe St approved by Council in May 2013 in a separate CUP application. Additionally, there are 9 units on the second floor and 2 units on the third floor.

Properties along both sides of S. Braddock St. include commercial use with some residential use on the upper levels. The property across Wolfe St to the south is a private church parking lot. Indian Alley adjoins the site to the east.



#### STAFF COMMENTS

##### 26 Wolfe St, Unit A – 1 bedroom, 925sf

In December of 2009, Ms. Vickie Puckett, who was then the manager and applicant for this property on behalf of Ft Loudoun LLC, returned to City Council with a request for reconsideration of a denied proposal to convert 26-A from office to apartment. The original case (CU-08-12) had been denied by Council in October 2008. In denying the request, Council reiterated its desire to maintain ground floor space for commercial uses. Subsequent to the denial, the applicant requested and was granted a CUP for conversion of a separate 800sf ground floor space to residential use. That request differed in that the unit was accessed from a rear alleyway to the north and did not have an entrance fronting on Wolfe St.

In Ms. Puckett's 2009 letter addressing the intent and basis for reconsideration, she cited a recent history of being unable to occupy the available commercial space with a tenant, despite advertising efforts and having reduced the rent. She requested the granting of the CUP for residential use temporarily "until this economic crisis has passed." At its November 17, 2009 meeting, the Planning

Commission forwarded CU-09-302 to City Council recommending disapproval because the use does not meet the intent of the Ordinance for ground floor spaces in the B-1 District. City Council ultimately approved the request on December 8, 2009 with a condition that the permit was valid for 24 months past the day of the signing of the first lease for residential use.

Unfortunately, the Council-imposed restriction on the duration of the residential use of 26A was not properly communicated to Ms. Engel, who purchased the property as KKE Properties LLC in June of 2011 from Ft Loudoun LLC. The unit at 26-A is still being occupied as an apartment.

This application seeks to establish permanent occupancy of 26A as a residential unit.

24 Wolfe St, Unit 6 – 2 bedroom, 950sf

This unit is situated on the north side of the structure, fronting along a narrow, east-west public alley that connects Indian Alley to Braddock St and provides access to private parking areas of surrounding properties. This unit has little visibility to other surrounding public rights-of-way. It is currently vacant and has existing kitchen and bath facilities, although it was noted as commercial space by the previous property manager in the 2009 application.

Land Use

As a prerequisite for consideration, no unit may be situated facing a major commercial street. Neither Wolfe Street nor the alley along the north side of the property are considered major commercial streets. The other frontage of the subject property, S. Braddock Street, is considered a major commercial street. The B-1 district is intended for the conduct of business to which the public requires direct and frequent access. This includes such uses as retail stores, banks, theaters, business offices, newspaper offices, and restaurants. The Old Town area is generally characterized by a mix of commercial and residential uses. Consideration should be given to the appropriateness of this type of use for this specific location.

Residential Density

The subject parcel is a 0.304-acre site (13,242sf) lot. At a density requirement of 1,000sf per unit, the base density would be 13.24 units. A bonus of 1.32 units is applied for location within the Secondary OTDB assessment district (0.10 bonus). The proposed conversion of commercial spaces to residential eliminate the Economic Impact bonus (0.25) that was previously applied to the property, however the Planning Director recently determined that the applicant’s restoration and preservation efforts qualify for the Historic Preservation bonus (0.40 with 81% preserved), resulting in an additional 5.30 units. The total density permitted as proposed is 19.86, rounded to 20 units. If this application for two units is approved, the result would be the maximum of 20 residential units.

Unit Floor Area

The Ordinance regulates both absolute and average minimum floor area per dwelling unit in the B-1 District. For general population (non-age restricted) one-bedroom units, the absolute minimum is 575sf; the average minimum is 700sf. 26-A is 925sf, and the average of the 12 proposed one-bedroom units would be 838sf. For general population two- or three-bedroom units, the absolute minimum is 725sf; the average minimum is 900sf. 24-6 is 950sf, and the average of the 8 proposed two- and three-bedroom units would be 1170sf.

### Green Space

The addition of dwelling units invokes a slight increase in green area. Staff recommends that the applicant provide a nominal landscaping improvement in the form of some foundation planting, flower boxes, or contribution to the OTDB for landscaping within the public right of way in the general area. The applicant should also ensure that landscape planters and improvements required with prior residential conversions are still in place. The applicant will need to consult with the Board of Architectural Review (BAR) to get a recommendation as to reduced green area associated with residential conversion. Retention of the rooftop garden terrace should also be stipulated as a condition of expanded residential occupancy.

### Flood Plain

According to the updated Federal Insurance Administration Flood Insurance Study mapping, the structure falls within the 100 year flood fringe of the flood plain. Any conversion to residential use should include provisions to flood proof the structure in accordance with the National Flood Insurance Program (NFIP) standards.

### RECOMMENDATION

In order for a CUP to be issued, a finding must be made that the proposal as submitted or modified will not adversely affect the health, safety or welfare of residents and workers in the neighborhood nor be injurious to adjacent properties or improvements in the neighborhood. Additionally, a finding must also be made for this specific type of CUP request that the proposed residential use is as suitable as, or preferable to, other permitted uses on the ground floor.

At its May 21, 2013 meeting, the Planning Commission forwarded **CU-13-211** to City Council recommending approval for conversion of both units because the use, as proposed: should not adversely affect the health, safety, or welfare of residents and workers in the neighborhood; should not be injurious to adjacent properties or improvements in the neighborhood; and, is as suitable as, or preferable to, other permitted uses on the ground floor. The approval is subject to the following:

1. Adequate flood proofing of the portion of the structure proposed for conversion in accordance with the applicable flood map designation, as determined by the City Engineer;
2. Landscaping in the form of retaining the rooftop garden terrace, some foundation planting, flower boxes, and/or contribution to the OTDB for landscaping within the public right of way in the general area in conjunction with BAR review and recommendation of required green area per Section 19-5-6.3a of the Zoning Ordinance;
3. Conformity with the submitted floor plans; and,
4. The unit shall be subject to the Rental Housing Ordinance program within the City of Winchester.

24 Wolfe Street, Ste. 65  
Winchester, VA 22601

**CU-13-211**

April 8, 2013

City of Winchester  
Rouss City Hall  
15 North Cameron Street  
Winchester, VA 22601



To Whom It May Concern:

This letter is to request a Conditional Use for the property located at 26 Wolfe Street, Unit A and 24 Wolfe Street, Unit 6 in Winchester, VA. The first unit is currently a residential unit, and we would like to update the records to ensure it remains with this use. The other unit in this building is residential. There should be no adverse affect on the neighborhood, as this unit has served in this capacity since before we purchased the property with no ill effects. The second unit is currently vacant with kitchen and bath facilities, and we would like to maintain this space as residential. All it is at the back of the property with no visibility along any major roadways. We can consistently locate and retain quality rental tenants (doctors, nurses, lawyers, teachers, etc...), and would be able to ensure that these units remains occupied with tenants who will support and add to the vibrancy of the Old Town area. We appreciate your attention to this request, and can be reached at 540-822-0197 to answer any questions you may have.

Respectfully yours,

Gail Engel  
Owner  
KKE Properties LLC

**CITY OF WINCHESTER, VIRGINIA**

**PROPOSED CITY COUNCIL AGENDA ITEM**

**CITY COUNCIL MEETING OF:** 5/28/13 (work session),      **CUT OFF DATE:** 5/22/13  
6/11/13 (regular mtg)

RESOLUTION     ORDINANCE     PUBLIC HEARING

**ITEM TITLE:**  
 CU-13-176 Request of Charles Salamone on behalf of AT&T Mobility for a conditional use permit to upgrade existing telecommunications facilities with additional antennas and equipment at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

**STAFF RECOMMENDATION:**  
 Approval with conditions

**PUBLIC NOTICE AND HEARING:**  
 Public hearing for 6/11/13 Council meeting

**ADVISORY BOARD RECOMMENDATION:**  
 Planning Commission recommended approval with conditions

**FUNDING DATA:** N/A

**INSURANCE:** N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Planning		_____	<u>5/22/13</u>
2. City Attorney		_____	<u>5/22/2013</u>
3. City Manager		_____	<u>5-23-13</u>
4. Clerk of Council	_____	_____	_____
	_____	_____	_____

Initiating Department Director's Signature:       5/22/13  
 (Zoning and Inspections)



**APPROVED AS TO FORM:**  
  
 \_\_\_\_\_  
 CITY ATTORNEY

# CITY COUNCIL ACTION MEMO

**To:** Honorable Mayor and Members of City Council  
**From:** Aaron Grisdale, Director of Zoning and Inspections  
**Date:** May 22, 2013  
**Re:** Conditional Use Permit (CU-13-176) – Telecommunications Facility

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**THE ISSUE:**

Request for CUP for installation of three antennas and equipment to the roof of the George Washington Hotel at 103 East Piccadilly Street.

**RELATIONSHIP TO STRATEGIC PLAN:**

N/A

**BACKGROUND:**

City staff has received a conditional use permit application for the modification of an existing telecommunications facility at 103 East Piccadilly Street (GW Hotel). The applicant intends to install three antennas on existing sled-style mounts in three corners of the building's roof as well as update the support equipment. The applicant has received the necessary approvals from the Board of Architectural Review. (Full staff report is attached).

**BUDGET IMPACT:**

No funding is required.

**OPTIONS:**

- Approve with conditions recommended by the Planning Commission
- Approve with revised conditions
- Deny the application

**RECOMMENDATIONS:**

Planning Commission and staff recommend approval with conditions as noted within the staff report.

City Council  
June 11, 2013

**CU-13-176** Request of Charles Salamone on behalf of AT&T Mobility for a conditional use permit to upgrade existing telecommunications facilities with additional antennas and equipment at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

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#### REQUEST DESCRIPTION

The applicant is proposing to modify an existing telecommunications facility by adding three (3) antennas to existing mounts on the rooftop of the George Washington Hotel at 103 East Piccadilly Street.

#### AREA DESCRIPTION

The subject parcel is located on the southeast corner of the intersection of East Piccadilly and North Cameron Streets. The parcel is zoned Central Business (B-1) District with Historic Winchester (HW) District overlay. The surrounding properties are similarly zoned. The vicinity is composed of a mixture of commercial and residential uses.



#### STAFF COMMENTS

The applicant intends to install three (3) antennas to an existing set of antenna mounts located on the rooftop of the building located at 103 East Piccadilly Street as part of AT&T's deployment of 4G mobile broadband network (700 MHz Long Term Evolution (LTE)). The applicant states in his request letter that the upgrades will allow AT&T to provide 4G LTE wireless data services as well as help to improve its current 3G data and voice coverage. The antennas will be slightly larger than the existing antennas and will reach an approximate height of 80-feet. There will also be equipment cabinets placed on the existing steel platforms also located on the rooftop.

Previous conditional use permits were granted in 1997, 1999, and 2006 for telecommunications facilities on this property. The most recent request, CU-06-02 was for the installation of two sled-mount style structures in addition to the two existing, for a total of four sled-mounted antennas; one mount at each corner.

The applicant sought and received a certificate of appropriateness by the Board of Architectural Review (BAR-13-175) during their April 4, 2013 meeting. The antennas will be installed near the corners of the building on existing antenna mounts. The BAR discussed the concept of disguising the antennas, such as the construction of a false wall along the rooftop. However, the Board decided that the proposal as submitted would be less impactful to the existing structure and the historic district than the creation of a series of false walls above the roofline. All of the equipment and cabinets will be installed on the existing facilities on the rooftop.

## RECOMMENDATION

For a conditional use permit to be approved, a finding must be made that the proposal as submitted or modified will not adversely affect the health, safety or welfare of persons residing or working in the neighborhood nor be detrimental to public welfare or injurious to property or improvements in the neighborhood.

During their May 21, 2013, meeting the Planning Commission forwarded **CU-13-176** to Council recommending approval because the use, as proposed, should not adversely affect the health, safety, or welfare of residents and workers in the neighborhood nor be injurious to adjacent properties or improvements in the neighborhood. The recommended approval is subject to the following conditions:

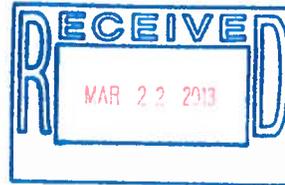
1. Submit an as-built emissions certification after the facility is in operation;
2. The applicant, tower owner, or property owner shall remove equipment within ninety (90) days once the equipment is no longer in active use;
3. Submit a bond guaranteeing removal of facilities should the use cease.



Aaron M. Grisdale, CZA  
Director of Zoning and Inspections  
City of Winchester

RE: AT&T Mobility-Washington Hotel

Site: Washington Hotel  
103 E. Piccadilly Street  
Winchester, VA 22601



Mr. Grisdale,

AT&T is proposing to install three panel antennas on the existing mounts located on the rooftop of the building located at 103 E. Piccadilly Street. Related equipment cabinets will be placed on the existing steel platform also located on the rooftop.

Currently AT&T has six antennas located on the roof. The new antennas will be mounted at the same RAD Center as the existing AT&T antennas.

- Existing antennas: Six (6) Kathrein 800 10121
- Proposed antennas: Three (3) Commscope SBNH-1D6565C
- Proposed cabinet: 1-Commscope RBA 72
- Proposed cabinet: 1-eNodeB 9412

AT&T is planning to deploy there Four G mobile broadband network using the 700 MHz Long Term Evolution (LTE) common access platform by modifying existing sites in the City of Winchester and surrounding areas.

If you have any questions regarding this application please contact me and thank you for your assistance.

Regards,

  
Charles Salamone  
Network Building & Consulting Inc  
Agent for AT&T Mobility  
443-617-5691  
bsalamone@nbcllc.com

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 5/28/13 (work session), CUT OFF DATE: 5/22/13
6/11/13 (regular mtg)

RESOLUTION X ORDINANCE PUBLIC HEARING

ITEM TITLE:

A RESOLUTION TO APPROVE AN APPLICATION FOR CLG GRANT FUNDING THROUGH THE VIRGINIA DEPARTMENT OF HISTORIC RESOURCES FOR THE PURPOSES OF AMENDING AND EXPANDING THE NATIONALLY-DESIGNATED WINCHESTER HISTORIC DISTRICT AND AMENDING THE PERIOD OF SIGNIFICANCE

STAFF RECOMMENDATION:

Approval to apply for 2nd round CLG grant funding to hire consultant to prepare nomination proposal.

PUBLIC NOTICE AND HEARING:

N/A

ADVISORY BOARD RECOMMENDATION:

Will seek BAR endorsement.

FUNDING DATA: The grant proposal includes up to a \$5,000 local match of which up to \$3,000 would be City funds and up to \$2,000 would be provided by PHW.

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

Table with 4 columns: DEPARTMENT, INITIALS FOR APPROVAL, INITIALS FOR DISAPPROVAL, DATE. Rows include Zoning & Inspections, City Attorney, City Manager, and Clerk of Council.



Initiating Department Director's Signature:

Handwritten signature and date 5/22/13



APPROVED AS TO FORM:

Handwritten signature and date 5/22/13

**REQUEST FOR APPLICATIONS – 2013-14 CLG Sub-grant Program  
Second Round -- May 2013**

Applications will be received until **4:00 pm, Monday, June 10, 2013**. Applicants must submit **two (2) copies** of each application--**one** typed original application (with original signatures) **and one (1) electronic copy by email or disc**. Receipt of the electronic copy by the deadline will suffice for eligibility, provided that the hard copy with original section arrives by close of business, Friday, June 14, 2013. All inquiries for information should be directed as follows:

Pamela A. Schenian 757-886-2818  
Pam.schenian@dhr.virginia.gov

Hard copy applications should be mailed or hand delivered to: Pamela. A. Schenian, Virginia Department of Historic Resources, Tidewater Regional Preservation Office, 14415 Old Courthouse Way, Second Floor, Newport News, VA 23608 (Please waive the need for signature if UPS or FedEx delivery. Call 757-886-2818 to ensure that someone will be in the office to accept delivery of parcels.)

By submitting an application, the undersigned agrees to comply with all terms and conditions set forth in this Request for Applications or as mutually agreed upon by subsequent negotiation.

Name of Project:

Grant Period: **Date of Execution of Grant Agreement**      Ending Date: **June 30, 2014**

Amount of Award Requested	Matching Share Offered	Total Project Cost
\$13,000	\$5,000	\$18,000

**Name and Address of Applicant**

Name: City of Winchester  
Address: 15 N. Cameron St  
Winchester, VA 22601  
FEI/FIN #: 546001683  
Telephone #: 540 667-1815  
Fax Number: 540 722-3618

**Local Project Coordinator**

Name: Timothy A. Youmans  
Title: Planning Director  
Address: 15 N. Cameron St  
Winchester, VA 22601  
Telephone #: 540 667-1815  
E-mail Address: 540 722-3618

**Authorized Applicant's Signature:** \_\_\_\_\_

**Printed Name and Title:** Timothy A. Youmans, Planning Director

**Date:** June 7, 2013

**A RESOLUTION TO APPROVE AN APPLICATION FOR CLG GRANT FUNDING THROUGH THE VIRGINIA DEPARTMENT OF HISTORIC RESOURCES FOR THE PURPOSES OF AMENDING AND EXPANDING THE NATIONALLY-DESIGNATED WINCHESTER HISTORIC DISTRICT AND AMENDING THE PERIOD OF SIGNIFICANCE**

**WHEREAS**, in accordance with §15.2-2306 of the Code of Virginia (1950), et seq., the City of Winchester is enabled to preserve historical sites and architectural areas as defined within §15.2-2201 of the Code of Virginia (1950), et seq.; and,

**WHEREAS**, a committee appointed by the Common Council of the City of Winchester, known as the Historic Winchester District Design Guidelines Review Committee reviewed the current standards, practices, procedures, and district boundaries; and, within a report of their findings dated February 1, 2010, recommended that the City Council approve funding for the completion of an expansion to the nationally-designated Winchester Historic District; and,

**WHEREAS**, the City has recently utilized CLG grant funds to undertake a thorough survey of resources within the existing nationally-designated Winchester Historic District, as well as within potential expansion areas, and has completed a Preliminary Information Form recommending a change in the Period of Significance; and,

**WHEREAS**, the City of Winchester is recognized as a Certified Local Government within the Commonwealth of Virginia; and, as such, is eligible to apply for and receive grant funding through the Virginia Department of Historic Resources for the expressed purposes of cultural resource surveys, among other projects; and,

**WHEREAS**, the Preservation of Historic Winchester, Inc., a local non-profit organization committed to preserving Winchester's historical and architectural resources has indicated a willingness to cooperate with the City for a cost-share of this grant opportunity; and,

**WHEREAS**, the City Manager or his designee will not formally submit the grant application without authorization from the Common Council, and the financial support and cost-share commitment from Preservation of Historic Winchester, Inc., amounting to no more than \$2,000, with a local match of not more than \$3,000 appropriated by the City of Winchester.

**NOW THEREFORE BE IT RESOLVED** by the Common Council of the City of Winchester that the City Manager or his designee apply for a CLG grant through the Department of Historic Resources to receive an award of up to \$13,000 for the expressed purposes of amending the existing nationally-designated Winchester Historic District, expanding the boundaries, and amending the Period of Significance.

**BE IT FURTHER RESOLVED** Common Council hereby authorizes the President of Council to execute any documents requiring execution by an elected official on behalf of the City of Winchester in furtherance of said grant application.