

City Council Work Session

Tuesday, August 26, 2014

6:00 p.m.

Little Theater - Virginia Avenue Charlotte Dehart
Elementary School

AGENDA

1.0 Call to Order

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

3.0 Items for Discussion:

- 3.1 CU-14-331:** Conditional Use Permit – Request of Joshua Schakola on behalf of Verizon Wireless for rooftop telecommunications facilities at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay – Tim Youmans, Planning Director (pages 3-6)
- 3.2 O-2014-37:** AN ORDINANCE TO VACATE APPROXIMATELY 4,500 SQUARE FEET OF PUBLIC RIGHT OF WAY AT THE SOUTH END OF ROBERTS STREET AND CONVEY IT TO THE OWNER OF 1818 ROBERTS STREET TO ASSEMBLE IN WITH THAT LOT **SV-14-433** – Tim Youmans, Planning Director (pages 7-11)
- 3.3 CU-14-166:** Conditional Use Permit – Request of Oakcrest Properties for a two family dwelling at 314 South Kent Street (*Map Number 193-01-T-3*) zoned Limited High Density Residential (HR-1) District with Historic Winchester (HW) District overlay – Tim Youmans, Planning Director (pages 12-18)
- 3.4 R-2014-34:** Resolution – Authorize the renaming of portions of East Jubal Early Drive and Apple Blossom Drive to Millwood Avenue – Tim Youmans, Planning Director (pages 19-22)
- 3.5 CU-14-415:** Conditional Use Permit – Request of Dale A. Massey dba Piccadilly's Public House and Restaurant for entertainment establishment use at 121-125 East Piccadilly Street (*Map Number 173-01-P-8*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay – Aaron Grisdale, Director of Zoning & Inspections (pages 23-28)

3.6 CU-14-432: Conditional Use Permit – Request of Lynn Miller on behalf of the City Of Winchester for a telecommunications tower at 231 East Piccadilly Street (*Map Number 173-01-Q-1*) zoned Central Business (B-1) District – Aaron Grisdale, Director of Zoning & Inspections (pages 29-43)

3.7 O-2014-38: AN ORDINANCE TO AMEND SECTION 16.1 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO ALLOWABLE BUILDING HEIGHT IN THE EDUCATION, INSTITUTION AND PUBLIC USE (EIP) DISTRICT. **TA-14-354** – Aaron Grisdale, Director of Zoning & Inspections (pages 44-48)

4.0 Boards & Commissions Liaison Update

4.1 Winchester Parking Authority – Samantha Anderson, Director of Winchester Parking Authority, Dick Helm, WPA Chairman, & Kim Burke, WPA Vice-Chairman (pages 49-55)

5.0 Executive Session

5.1 MOTION TO CONVENE IN EXECUTIVE SESSION PURSUANT TO §2.2-3711(A)(7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF RECEIVING LEGAL ADVICE AND STATUS UPDATE FROM THE CITY ATTORNEY AND LEGAL CONSULTATION REGARDING THE SUBJECT OF SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY THE CITY ATTORNEY AND MATTERS OF ACTUAL OR PROBABLE LITIGATION AND PURSUANT TO §2.2-3711(A) (1) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF DISCUSSION AND CONSIDERATION OF INFORMATION REGARDING THE SUBJECT OF THE EMPLOYMENT, ASSIGNMENT, APPOINTMENT, AND PERFORMANCE OF SPECIFIC PUBLIC OFFICERS APPOINTEES, AND EMPLOYEES OF THE CITY OF WINCHESTER INCLUDING THE APPOINTMENT OF OR PROSPECTIVE APPOINTMENT OF MEMBERS TO CERTAIN BOARDS AND COMMISSIONS.

6.0 Monthly Reports

5.1 Police Department (page 56)

5.2 Fire& Rescue Department (pages 57-60)

6.0 Adjournment

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 9/9/14 (regular mtg) CUT OFF DATE: 8/20/14

RESOLUTION ___ ORDINANCE ___ PUBLIC HEARING X

ITEM TITLE:

CU-14-331 Request of Joshua Schakola on behalf of Verizon Wireless for a conditional use permit for rooftop telecommunications facilities 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 9/9/14 Council mtg

ADVISORY BOARD RECOMMENDATION:

Planning Commission recommended approval with conditions

FUNDING DATA: N/A

INSURANCE: N/A

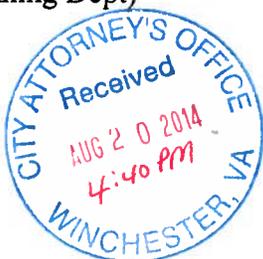
The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Zoning & Inspections	AMG		8/20/14
2. City Attorney	[Signature]		8/21/2014
3. City Manager	[Signature]		21 Aug 2014
4. Clerk of Council			

Initiating Department Director's Signature: (Planning Dept)

[Signature]

8/20/14



APPROVED AS TO FORM:

[Signature] CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tim Youmans, Planning Director 
Date: August 20, 2014
Re: CU-14-331 Request of Joshua Schakola on behalf of Verizon Wireless for a conditional use permit for rooftop telecommunications facilities at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

THE ISSUE:

The applicant is proposing to add 12 new frame-mounted Verizon Wireless antennas and a new 12' by 16' equipment platform with new equipment on the rooftop of the George Washington Hotel at 103 East Piccadilly Street. The plans also call for the removal of abandoned Nextel facilities consisting of one antenna skid supporting 4 antennas, one skid containing 2 antennas and a cable tray as depicted on the submitted plans.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 3: Continue Revitalization of Historic Old Town; (ensure adequate cellular service to businesses and residents.

BACKGROUND:

See attached staff report

BUDGET IMPACT:

N/A

OPTIONS:

- Approve with conditions as recommended by Planning Commission
- Approve with modified conditions
- Deny

RECOMMENDATIONS:

Planning Commission recommended approval with conditions.

Council Work Session
August 26, 2014

CU-14-331 Request of Joshua Schakola on behalf of Verizon Wireless for a conditional use permit for rooftop telecommunications facilities at 103 East Piccadilly Street (*Map Number 173-01-P-6*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

REQUEST DESCRIPTION

The applicant is proposing to add 12 new frame-mounted Verizon Wireless antennas and a new 12' by 16' equipment platform with new equipment on the rooftop of the George Washington Hotel at 103 East Piccadilly Street. The plans also call for the removal of abandoned Nextel facilities consisting of one antenna skid supporting 4 antennas, one skid containing 2 antennas and a cable tray as depicted on the submitted plans. A new backup emergency generator is noted to be placed a ground level, but the location is not depicted on the submitted plans.

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 twelve (12) antennas to the rooftop of the building located at 103 East Piccadilly Street as part of Verizon's efforts to meet demand for streaming and data usage. The applicant states in his Statement of Compliance letter that the upgrades will allow Verizon to provide seamless wireless data services and help to maintain acceptable transmission speeds. The antennas will range from 6' - 8' tall and range from 6" -14.6" wide with a depth ranging from 4" to 8". Two arrays of antennas will be situated near the southwest corner of the roof- one array facing south and one facing west. A third array will be situated near the center of the north elevation facing northeast.

There will also be equipment cabinets placed on a new steel platform also located on the rooftop. A backup emergency generator proposed to be placed at ground level is not depicted on the submitted plans. The applicant should depict this equipment on the plan and indicate how it will be screen from view from the adjoining public parking garage to the south.

Previous conditional use permits were granted in 1997, 1999, 2006, and 2013 for collocation of telecommunications facilities on this property. The most recent request, CU-13-176 was for the installation of 5 replacement antennas for AT&T.

The applicant sought and received a certificate of appropriateness by the Board of Architectural Review (BAR-14-216) during their April 17, 2014 meeting.

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.

At its August 19, 2014 meeting, the Commission forwarded **CU-14-331** 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 was subject to the following conditions:

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

0-2014-37

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 8/26/14 (work session), CUT OFF DATE: 8/20/14
9/9/14(1st Reading), 10/14/14 (public hearing & appoint viewers), 11/11/14 (2nd reading)

RESOLUTION ___ ORDINANCE X PUBLIC HEARING X

ITEM TITLE:

SV-14-433 AN ORDINANCE TO VACATE APPROXIMATELY 4,500 SQUARE FEET OF PUBLIC RIGHT-OF-WAY AT THE SOUTH END OF ROBERTS STREET AND CONVEY IT TO THE OWNER OF 1818 ROBERTS STREET TO ASSEMBLE IN WITH THAT LOT

STAFF RECOMMENDATION:

Approval with conditions.

PUBLIC NOTICE AND HEARING:

Public hearing for 10/14/14 Council mtg

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.

Table with 4 columns: DEPARTMENT, INITIALS FOR APPROVAL, INITIALS FOR DISAPPROVAL, DATE. Rows include Economic Redevelopment, Public Services, City Attorney, City Manager, and Clerk of Council.

Initiating Department Director's Signature: [Signature] 8/20/14



APPROVED AS TO FORM:

[Signature] 8/21/2014 CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council

From: Tim Youmans, Planning Director 

Date: August 20, 2014

Re: **SV-14-433** AN ORDINANCE TO VACATE APPROXIMATELY 4,500 SQUARE FEET OF PUBLIC RIGHT OF WAY AT THE SOUTH END OF ROBERTS STREET AND CONVEY IT TO THE OWNER OF 1818 ROBERTS STREET TO ASSEMBLE IN WITH THAT LOT

THE ISSUE:

This resubmitted request of Mr. Richard W. Pifer (as 1818 Roberts L.C.) would eliminate the southernmost segment of Roberts Street as a public street where the applicant owns land abutting the right of way on all three sides. The physical travelway would remain to serve the adjoining private property.

RELATIONSHIP TO STRATEGIC PLAN:

Goal #1: Grow the City

BACKGROUND:

See attached staff report

BUDGET IMPACT:

If conveyed, the City would receive approximately \$11, 250 for sale of the 4,500 square feet of vacated right-of-way.

OPTIONS:

- Approve with conditions as recommended by Planning Commission
- Approve with modified conditions
- Deny

RECOMMENDATIONS:

Planning Commission recommended approval with conditions.

Council Work Session
August 26, 2014

SV-14-433 AN ORDINANCE TO VACATE APPROXIMATELY 4,500 SQUARE FEET OF PUBLIC RIGHT OF WAY AT THE SOUTH END OF ROBERTS STREET AND CONVEY IT TO THE OWNER OF 1818 ROBERTS STREET TO ASSEMBLE IN WITH THAT LOT.

REQUEST DESCRIPTION

This resubmitted request of Mr. Richard W. Pifer (as 1818 Roberts L.C.) would eliminate the southernmost segment of Roberts Street as a public street where the applicant owns land abutting the right of way on all three sides. The physical travelway would remain to serve the adjoining private property.

COMMENTS FROM THE PLANNING DEPARTMENT

This request had been approved by City Council on August 12, 2003, but the applicant failed to follow through on the Minor Subdivision to effectuate the conveyance within the one-year timeframe spelled out in State Code. The applicant then refilled the request and it was approved by City Council on September 11, 2012. Again, the applicant failed to follow through on the Minor Subdivision to effectuate the conveyance within the one-year timeframe spelled out in State Code. The applicant would now like to proceed with the conveyance.



The applicant owns all of the private property served by this dead-ended section of Roberts Street and there is no public purpose in retaining public ownership of this right-of-way and the roadway improvements within the right of way. The applicant had previously secured a rezoning of the property fronting along the east side of the subject section of Roberts Street and a site plan for a commercial development with right-in/right-out access from/to westbound W. Jubal Early Drive is awaiting approval. The vacation should be conditioned upon the applicant assembling the vacated right-of-way in with the adjacent private property.

Back in 2003, City Council established a sale price of \$2.50 per square foot subject to the applicant establishing all necessary easements. This figure was reapproved with the 2012 action. City Council should confirm whether or not the same sale price will be set for this 2014 ordinance.

RECOMMENDATION

At its August 19, 2014 meeting, the Planning Commission forwarded **SV-14-433** to City Council recommending approval because there is no long-term need for the public right-of-way. The approval is subject to establishing necessary easements and subject to approval and recordation of a Minor Subdivision assembling the vacated right-of-way in with the adjoining property.

AN ORDINANCE TO VACATE APPROXIMATELY 4,500 SQUARE FEET OF PUBLIC RIGHT OF WAY AT THE SOUTH END OF ROBERTS STREET AND CONVEY IT TO THE OWNER OF 1818 ROBERTS STREET TO ASSEMBLE IN WITH THAT LOT.

SV-14-433

WHEREAS, the Common Council has received a request of Mr. Richard W. Pifer on behalf of 1818 Roberts L.C., owner of certain parcels of real estate known as 1818 and 1818½ Roberts Street, to vacate and convey to him excess public right of way of approximately 4,500 square feet comprising the southernmost segment of Robert Street adjoining his property, said right of way depicted on an undated exhibit entitled "Location Map~ Roberts Street Vacation"; and,

WHEREAS, the City is empowered to vacate rights of way in the City and convey them to certain individuals as a condition of vacation pursuant to and in conformance with the provisions of Virginia Code Section §15.2-2006 and §15.2-2008 *et. seq.*, respectively, as amended; and,

WHEREAS, the Planning Commission of the City of Winchester has reviewed the aforesaid request and, at its meeting of August 19, 2014, recommended approval of this action; and,

WHEREAS, a synopsis of this Ordinance has been duly advertised and a Public Hearing has been conducted by the Common Council of the City of Winchester, Virginia, and viewers were appointed to report on the inconvenience, if any, of said vacation, all as required by and provided for under the Code of Virginia, 1950, as amended; and,

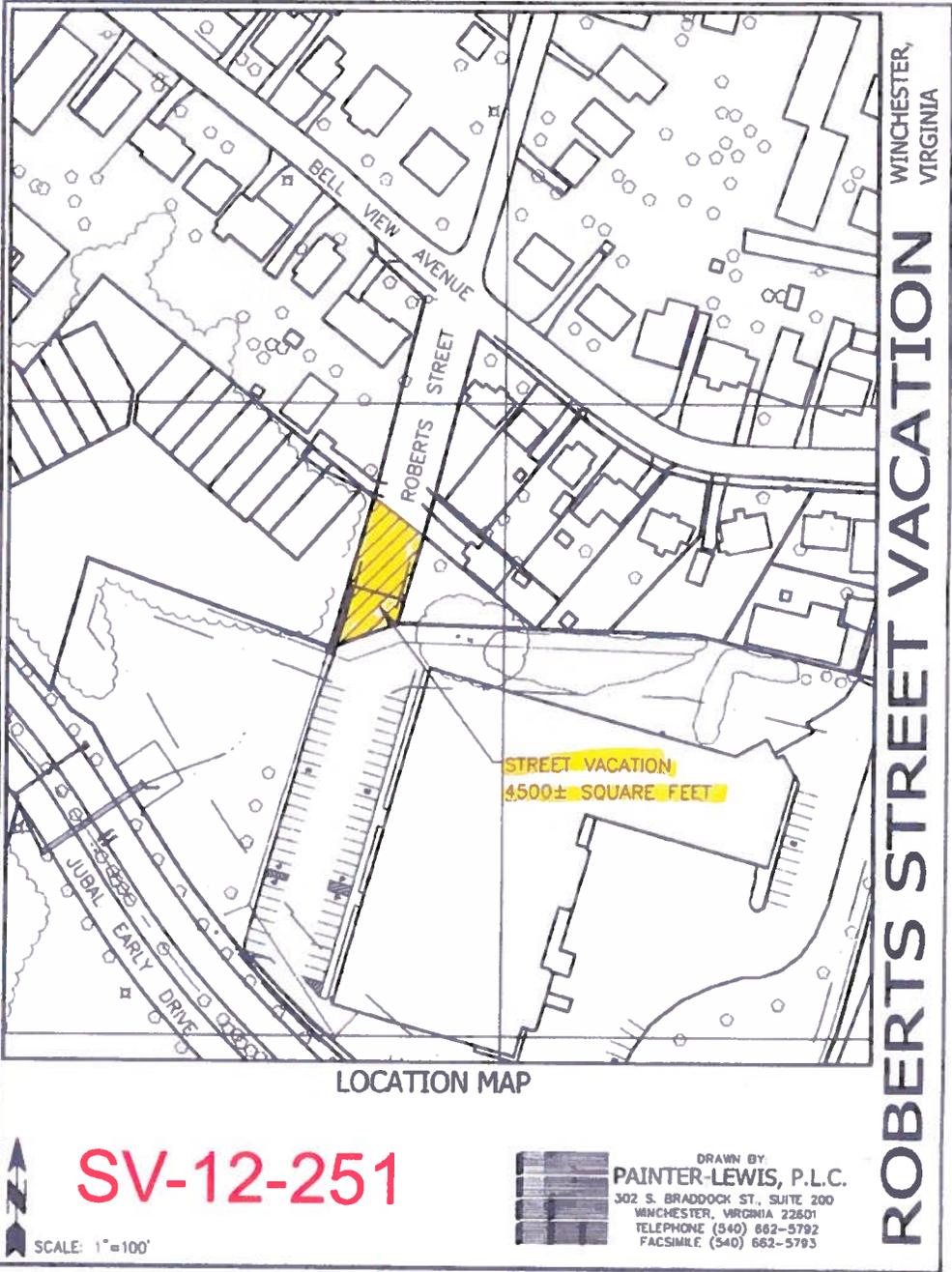
WHEREAS, the viewers have prepared a report in writing, said report concluding that an inconvenience would not result from discontinuing the right of way so long as the necessary easements are established; and,

WHEREAS, the applicant is the only property owner immediately adjacent to the public right of way proposed to be vacated and conveyed; and,

WHEREAS, the Common Council has agreed to convey approximately 4,500 square feet of vacated right of way to the applicant for Two Dollars and Fifty Cents (\$2.50) per square foot subject to the applicant establishing all necessary easements to the City of Winchester to be depicted upon a survey plat.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Winchester, Virginia, that approximately 4,500 square feet of public right of way comprising the southernmost segment of Robert Street, said right of way depicted on an undated exhibit entitled "Location Map~ Roberts Street Vacation" be vacated and conveyed to 1818 Roberts L.C. subject to the applicant establishing necessary easements to the City of Winchester.

BE IT FURTHER ORDAINED that this ordinance shall not take effect until such time as the purchaser has secured City approval of an approved Minor Subdivision plat depicting the easements and the required assemblage of the vacated area in with those certain adjoining parcels of real estate owned by the applicant, with the sale price for the 4,500 square-foot more or less area being Two Dollars and Fifty Cents (\$2.50) per square foot. The City Attorney is directed to prepare a deed for this conveyance and the City Manager is directed and authorized to execute all documents and take all actions necessary to carry out this Ordinance.



Resubmitted as Exhibit for: **SV - 14 - 433**

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 9/9/14 (regular mtg) CUT OFF DATE: 8/20/14

RESOLUTION ___ ORDINANCE ___ PUBLIC HEARING X

ITEM TITLE:

CU-14-166 Request of Oakcrest Properties for a conditional use permit for a two family dwelling at 314 South Kent Street (Map Number 193-01-T-3) zoned Limited High Density Residential (HR-1) District with Historic Winchester (HW) District overlay

STAFF RECOMMENDATION:

Approval with conditions

PUBLIC NOTICE AND HEARING:

Public hearing for 9/9/14 Council mtg

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. Zoning & Inspections	AMG		8/20/14
2. City Attorney	[Signature]		8/21/2014
3. City Manager	[Signature]		21 AUG 2014
4. Clerk of Council			

Initiating Department Director's Signature: (Planning Dept)

[Signature]

8/20/14



APPROVED AS TO FORM:

CITY ATTORNEY

[Signature] 8/21/2014

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tim Youmans, Planning Director 
Date: August 20, 2014
Re: CU-14-166 Request of Oakcrest Properties for a conditional use permit for a two family dwelling at 314 South Kent Street (*Map Number 193-01-T-3*) zoned Limited High Density Residential (HR-1) District with Historic Winchester (HW) District overlay

THE ISSUE:

The request is reapproval of an expired conditional use permit for a two-family dwelling on the subject property.

RELATIONSHIP TO STRATEGIC PLAN:

Vision 2028, Principle 3: Vibrant Downtown; #6: Increased occupancy with more people living in the Historic Old Town

Vision 2028, Principle 5: Great Neighborhoods with a Range of Housing Choices; #2: Choice of housing opportunities - different life style and price points

Goal 3: Continue Revitalization of Historic Old Town; Objective 5: Increase the number of residents living in Downtown

BACKGROUND:

See attached staff report

BUDGET IMPACT:

N/A

OPTIONS:

- Approve with conditions as recommended by Planning Commission
- Approve with modified conditions
- Deny

RECOMMENDATIONS:

Planning Commission recommended approval with conditions.

Council Work Session
August 26, 2014

CU-14-166 Request of Oakcrest Properties for a conditional use permit for a two family dwelling at 314 South Kent Street (*Map Number 193-01-T-3*) zoned Limited High Density Residential (HR-1) District with Historic Winchester (HW) District overlay.

REQUEST DESCRIPTION

The request is reapproval of an expired conditional use permit for a two-family dwelling on the subject property.

AREA DESCRIPTION

The subject property is located on the east side of South Kent Street, north of the intersection of East Cecil Street. The property is zoned HR-1 with HW overlay, with similarly zoned parcels surrounding it. Surrounding uses include residential dwellings, including single-family and a number of nonconforming two-family dwellings.

The site is not within a parking exempt district, but is about 1 block south of the 100% parking exempt district on S. Kent Street.

STAFF COMMENTS

The applicant originally applied for a conditional use permit (CUP) for a two-family dwelling to replace a vacant, deteriorated single family dwelling located on the subject property in 2009. That application was recommended for approval by the Planning Commission and subsequently approved by City Council on April 13, 2010. The existing structure was subsequently demolished; however, the applicant did not proceed with construction of the two-family dwelling. The CUP expired because the use did not commence within one year of approval.



The design elements of the proposal, including elevations, floor plans (depicting two-bedroom units) and site plan (including two off-street parking spaces) remain unchanged from the original proposal. The applicant previously applied for and received administrative modifications of two dimensional standards: lot width (37.83', where 40' is otherwise required) and side yard (5.83', where 6' is otherwise required). These modifications remain in place. The Board of Architectural Review previously granted a Certificate of Appropriateness (COA) for the design of the new structure, however, that Certificate expired one year from its issuance. The applicant will need to reapply for a COA.

The original approval included 3 conditions as follows:

- 1) Approval of necessary modifications or variances for lot width and side yard deficiencies;
- 2) The owner providing an easement at no cost, if deemed necessary and upon request by the City, across a portion of the rear of the property to facilitate the future alignment of the Green Circle Trail. This condition shall be voided if the alignment of the trail terminates to the south of the property; and,

3) Staff review and approval of the related site plan.

Conditions 1 & 2 are no longer necessary. As noted above, the necessary modifications for lot width and side yard were approved and remain valid. The alignment of the Green Circle Trail phase in this area has since been finalized and terminates south of the subject property, so an easement is no longer necessary.

The site plan depicts the provision of two required off-street parking spaces accessed from an unrecorded ingress/egress toward the rear of the property. The plan calls for gravel surfacing of the spaces. Staff requests input from the Commission as to whether a waiver of surfacing and curbing requirements (as depicted) for the spaces and travelway is supported. The Commission also indicated a desire to include a walkway connecting from the front of the property to the rear unit access. The applicant is agreeable to this and staff would look for this to be included in the related site plan.

A question arose in the April Planning Commission work session as to whether access could be guaranteed if the ingress/egress is unrecorded. The applicant consulted with an attorney, doing further property research, and, most recently, had been in negotiations with an adjoining owner to obtain a recorded easement. The Commission tabled the application at its April 15, May 20, June 17, and July 15 meetings at the applicant's request. The applicant advised the City that the negotiations to secure the easement were unsuccessful. The CUP action was further tabled awaiting approval of a variance from the BZA.

Staff met with the applicant recently and determined that the project could move forward without BZA approval of a variance for off-street parking if the owner could secure an agreement for off-site parking within the 700-foot maximum distance established in the Zoning Ordinance. The owner has an existing parking lot behind townhouse units located approximately 300 feet to the north on the same (east) side of S. Kent Street which serves residences located in the 100% parking exempt district. Based upon the owner's willingness to encumber 2 of those spaces to serve the required parking for the 2-family unit at 314 S. Kent Street, the CUP can now move forward without need for a variance. The BZA request was thus withdrawn and the applicant would like to have a recommendation from the Planning Commission.

RECOMMENDATION:

At its August 19, 2014 meeting, the Planning Commission forwarded CU-14-166 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 was subject to the following conditions:

- 1) Approval of necessary lease or easement obligating the two (2) parking spaces in the off-street parking lot behind 208-220 S. Kent Street to serve the two-family use at 314 S. Kent Street; and,
- 2) Staff review and approval of the related site plan.



February 28, 2014

RE: Conditional Use Permit Application for:
Two Family Dwelling at 314 S. Kent St.

Tim Youmans, Planning Director
City of Winchester
Rouss City Hall
15 North Cameron St.
Winchester, VA 22601



Dear Tim,

I have enclosed a Conditional Use Application for the construction of a NEW Two Family Dwelling on the above referenced property. I am also including a copy of the Site Plan for this. As you are aware, the previous single family was demoed and we are requesting the approval of an over/under duplex in its place. We have applied previously for the CUP for this and it was approved. Due to the nature of the economic downturn, we had to place this project on hold until now. Since we did not renew the approved CUP, we are going through the process again. I would like to note that it is not uncommon in this section of the City (which existed prior to the Zoning Ordinance) for duplex units to be adjacent to single family residences. However, we have gone through measures to ensure the architectural and ascetical appearance from the street maintains that of a single family dwelling.

We will also be reapplying to the BAR for their approval of this structure since it is located within the Historic District. Since the CUP process does take an extended amount of time, we will be doing the BAR submittal process in conjunction with the CUP process.

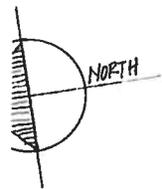
If you have any further questions or need any additional information, please contact me.

Sincerely,

Eric Lowman
Director of Purchasing and Estimating
OakCrest Builders, Inc.

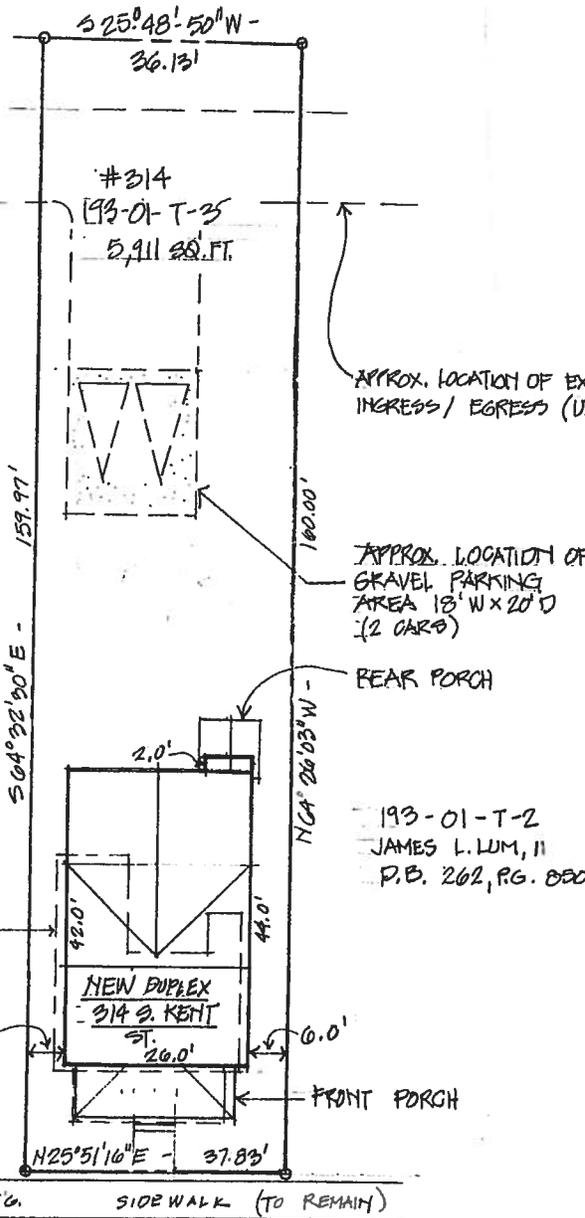
Address	Phone
126 North Kent Street	540.722.4100
Winchester, VA 22601	www.oakcrestcompanies.com
	Website

CU-14-166



T-4
M. MOORE
PG. 444

EX. HSE. LOCATION



GENERAL NOTES:

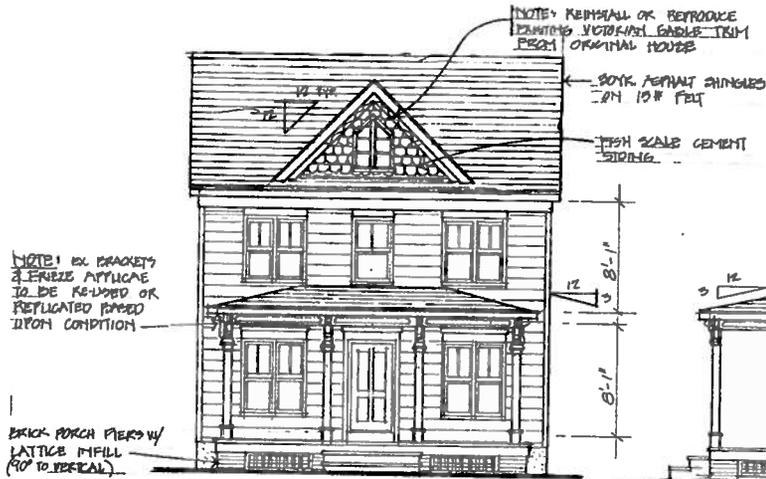
- 1) Property boundary from survey done by Montgomery Engineering Group, Inc. dated March 20, 2006.
- 2) The property is zoned HR-1, Limited High Density Residential District, within the Historic Winchester Overlay (HW).
- 3) Use is proposed as a Two-Family Dwelling, pending a Conditional Use Permit approval.

Site Plan

1/16" = 1'-0"

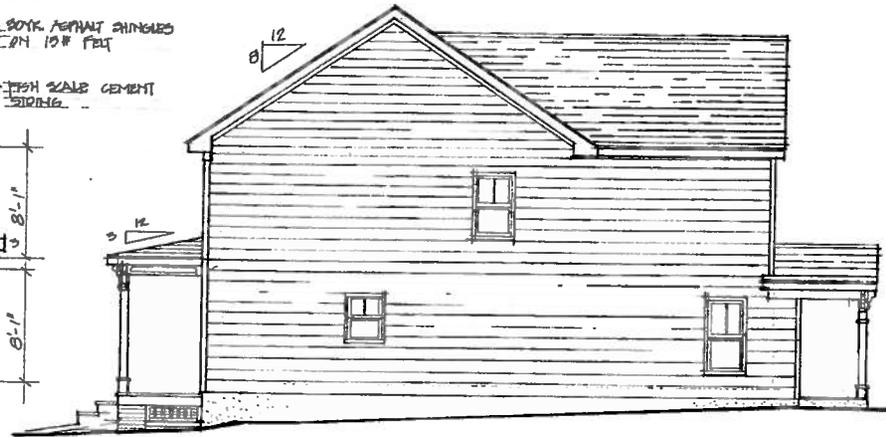
FILE COPY

CU-14-16



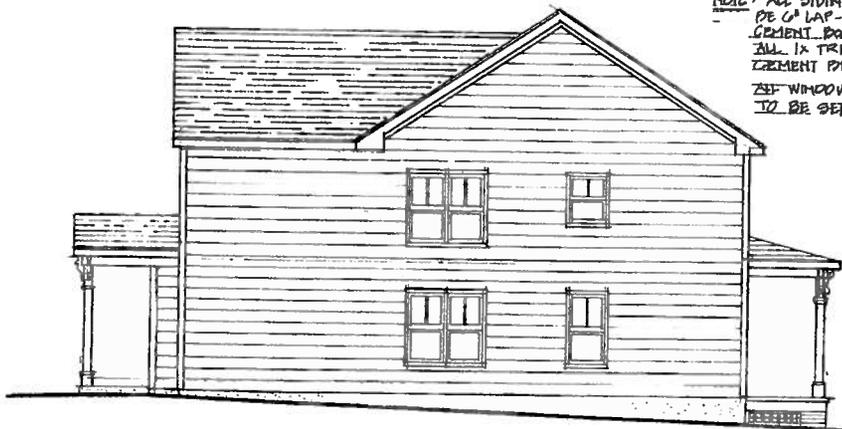
Front Elevation

3/16" = 1'-0"



Right Side Elevation

3/16" = 1'-0"



Left Side Elevation

3/16" = 1'-0"



Rear Elevation

3/16" = 1'-0"

Exterior Elevations

New Duplex at
314 S. Kent St.
OakCrest Builders
Winchester, Virginia 22601

Copyright
DFC Architects, PC

PROJECT NO. 9082

DFC Architects, PC
116 S. Stewart St., 2nd Floor (540) 678-0560 Winnetta, VA 22655

December 2009

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R-2014-34

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 8/26/14 (work session), 9/9/14 (regular mtg)

CUT OFF DATE: 8/20/14

RESOLUTION X ORDINANCE ___ PUBLIC HEARING

ITEM TITLE:

RESOLUTION RENAMING PORTIONS OF E. JUBAL EARLY DRIVE AND APPLE BLOSSOM DRIVE TO MILLWOOD AVENUE

STAFF RECOMMENDATION:

Approval

PUBLIC NOTICE AND HEARING:

N/A

ADVISORY BOARD RECOMMENDATION:

None

FUNDING DATA: N/A

INSURANCE: N/A

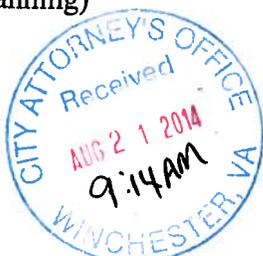
The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Public Services	<i>PE</i>	STAFF	8/21/14
2. City Attorney	<i>W</i>		8/21/2014
3. City Manager	<i>MS</i>		21 Aug 14
4. Clerk of Council			

Initiating Department Director's Signature: (Planning)

[Signature]

8/20/14



APPROVED AS TO FORM:

[Signature] 8/21/2014
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Mayor and Members of City Council
From: Tim Youmans, Planning Director
Date: August 20, 2014
Re: Renaming portions of E. Jubal Early Dr & Apple Blossom Dr to Millwood Ave

THE ISSUE:

As part of the Millwood Ave project currently underway, city staff and certain property owners along existing E. Jubal Early Drive and Apple Blossom Drive request renaming to Millwood Avenue to reduce confusion and simplify routing into the City for unfamiliar motorists.

RELATIONSHIP TO STRATEGIC PLAN:

High Priority: City Gateway Beautification Project (signage)

BACKGROUND:

The City received requests for street renaming from businesses in the multi-tenant Mill at Abrams Creek which is physically situated along E. Jubal Early Drive but addressed as Millwood Ave. Perkins restaurant is also addressed Millwood Ave but fronts along E. Jubal Early Dr. Now that Millwood Ave will cease to exist between the Vickers Communication Ctr and the Ohrstrom-Bryant Theater at S.U., the timing is right to rename both the easternmost block of E. Jubal Early Dr (east of the Hampton Inn) and the short segment of publicly-owned Apple Blossom Dr (between the Hampton Inn and Beltone) to Millwood Ave. As currently named, a tourist coming from I-81 to the Visitor Center would need to traverse Millwood Pike, then E. Jubal Early Dr, the Apple Blossom Dr, and then Millwood Ave before turning onto Pleasant Valley Rd to the Visitor Ctr. With the renaming, the entire route from I-81 to Pleasant Valley Rd would be Millwood. The renaming does not affect the privately-owned portion of Apple Blossom Drive leading into Apple Blossom Mall (between Toys R Us and Walgreen's).

BUDGET IMPACT:

No additional cost to the Millwood Ave project if the change is approved by Council before the permanent replacement signage for the new roadway alignment is ordered and installed.

OPTIONS:

- 1) Approve Renaming Resolution.
- 2) Disapprove Renaming Resolution.
- 3) Defer further action at this time.

RECOMMENDATIONS:

Staff recommends Option #1.

RESOLUTION RENAMING PORTIONS OF E. JUBAL EARLY DRIVE AND APPLE BLOSSOM DRIVE TO MILLWOOD AVENIE

WHEREAS, E. Jubal Early Drive is an existing public street extending from Millwood Pike near I-81 at Exit 313 westward to a point where it intersects with Apple Blossom Drive, and Apple Blossom Drive is an existing public street extending from E. Jubal Early Drive northward to a non-descript point where it intersects with and becomes Millwood Avenue; and,

WHEREAS, the City of Winchester ('City') and Shenandoah University ('SU') are undertaking a project to realign Millwood Avenue such that the existing segment of Millwood Avenue between E. Jubal Early Drive and Apple Blossom Drive is being vacated and conveyed to SU in return for improvements now under construction which shift Millwood Avenue traffic onto E. Jubal Early Drive ; and,

WHEREAS, motorists currently entering the City can follow Millwood between Interstate-81 and S. Pleasant Valley Road, but would need to transition from Millwood, to E. Jubal Early Drive, to Apple Blossom Drive, and then back to Millwood if a street renaming proposal is not approved; and,

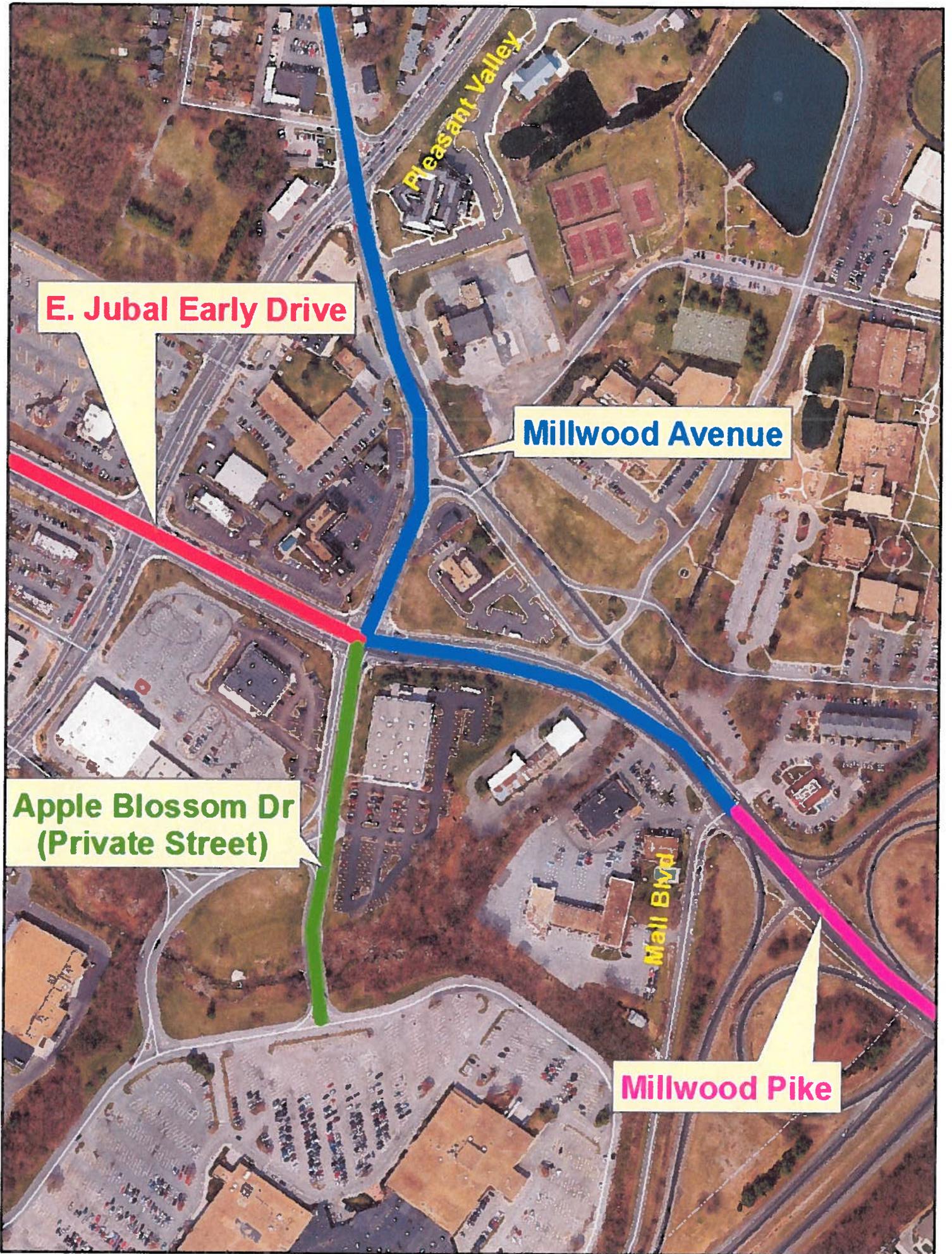
WHEREAS, businesses with access along current E. Jubal Early Drive already have Millwood Avenue addresses, causing confusion for customers trying to find these establishments; and,

WHEREAS, there are only three (3) structures that have addresses needing to be changed due to the proposed street renamings, one of which (Hampton Inn) desires an address change regardless of the renaming proposal; and,

WHEREAS, the Common Council may rename streets in accordance with the provisions of §15.2-2019 of the Code of Virginia, as amended;

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Winchester, Virginia, that E. Jubal Early Drive from current Apple Blossom Drive east to its current eastern limits, and Apple Blossom Drive from E. Jubal Early Drive to its current northern limits are hereby named **Millwood Avenue**.

BE IT FURTHER RESOLVED that the Clerk of Council is directed to forward a certified copy of this action to the Clerk of the Circuit Court who shall record the certified copy in accordance with the provisions of §15.2-2019 of the Code of Virginia, as amended.



E. Jubal Early Drive

Millwood Avenue

**Apple Blossom Dr
(Private Street)**

Millwood Pike

Pleasant Valley

Mall Blvd

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 8/26/14 (work session)
9/9/14 (regular mtg)

CUT OFF DATE: 8/20/14

RESOLUTION ___ **ORDINANCE** ___ **PUBLIC HEARING** X

ITEM TITLE:

CU-14-415 Request of Dale A. Massey dba Piccadilly's Public House and Restaurant for a conditional use permit for entertainment establishment use at 121-125 East Piccadilly Street (*Map Number 173-01-P-8*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay. *Request to renew and continue entertainment uses in the outdoor dining area previously reviewed and approved as a Nightclub.*

STAFF RECOMMENDATION:

Approval with conditions

PUBLIC NOTICE AND HEARING:

Public hearing for 9/9/14 Council mtg

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 Director			8/20/14
2. City Attorney			8/21/2014
3. City Manager			21 August
4. Clerk of Council			

Initiating Department Director's Signature:
(Zoning and Inspections)



8/20/14



APPROVED AS TO FORM:

 8/21/2014
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Aaron Grisdale, Director of Zoning and Inspections
Date: August 26, 2014
Re: CU-14-415 – Entertainment Establishment – 121-125 E. Piccadilly St

THE ISSUE:

The property owner is applying for a CUP for an entertainment establishment for their outdoor dining area at 121-125 E Piccadilly Street.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 1 – Grow the Economy, Objective 5 – More Diverse Local Economy

BACKGROUND:

The request by Dale Massey dba Piccadilly Public House and Restaurant for a conditional use permit for an entertainment establishment for the outdoor dining area. This CUP will serve as a renewal and replacement of the previously approved Nightclub conditional use permit. There are no proposed changes to the operation or configuration of the outdoor entertainment.

(Full staff report attached).

BUDGET IMPACT:

No funding is required.

OPTIONS:

- Approve the conditional use permit
- Approve the conditional use permit with conditions
- Deny the conditional use permit

RECOMMENDATIONS:

The Planning Commission unanimously recommended approval.

City Council Work Session
August 26, 2014

CU-14-415 Request of Dale A. Massey dba Piccadilly's Public House and Restaurant for a conditional use permit for entertainment establishment use at 121-125 East Piccadilly Street (*Map Number 173-01-P-8*) zoned Central Business (B-1) District with Historic Winchester (HW) District overlay.

REQUEST DESCRIPTION

This request is for a conditional use permit for an entertainment establishment at 121-125 East Piccadilly Street, currently occupied by Piccadilly's Public House and Restaurant. The business has previously been operating with a conditional use permit for a nightclub in addition to the restaurant use.

AREA DESCRIPTION

The property is located entirely within the Central Business (B-1) district with Historic Winchester (HW) district overlay. The immediately surrounding properties on all sides are similarly zoned B-1.

STAFF COMMENTS

Following notification that their conditional use permit expiration date was coming soon, the applicant submitted a new CUP application for an *Entertainment Establishment*.

At City Council's meeting on October 22, 2013, a text amendment to the Zoning Ordinance was adopted that changed the provisions of regulating Nightclubs and Entertainment Establishments. In several commercial districts, buildings and related parking facilities that are located at least 200 feet away from residentially zoned parcels allow for Entertainment Establishments by-right; and such uses that are located closer than 200 feet from residentially zoned parcels must obtain a conditional use permit (CUP).



Several minimal standards were included within the adopted text amendment which includes the following:

Section 18-24 Entertainment Establishments

All entertainment establishments must meet the following minimum standards. Failure to maintain compliance shall result in the operation being declared in violation of the Zoning Ordinance. If an establishment desires to deviate from any of these standards, a conditional use permit shall be required.

- 18-24-1 General Standards
- 18-24-1.1 All exterior doors and windows must remain closed during operating hours.
- 18-24-1.2 No more than three criminal police calls, as determined by the Chief of Police, may be attributable to the establishment within a thirty day continuous period; after which private security shall be required in a manner approved by the Chief of Police.
- 18-24-1.3 Hours of operation on Sundays through Thursdays shall not occur outside of 8:00 a.m. to 11:00 p.m. and Fridays and Saturdays shall not occur outside of 8:00 a.m. until 2:00 a.m. the following day.
- 18-24-1.4 The business shall comply with applicable noise and maximum sound level regulations per Chapter 17 of Winchester City Code, as amended.

This property is located at least 200-feet away from the closest residentially zoned property (approximately 270 feet) on East Fairfax Lane, and therefore any entertainment that occurs internal to the building is permitted by right as long as it operates in conformance with the General Standards outlined in Section 18-24. However, the Zoning Ordinance requires that any regular entertainment that will be conducted outdoors to obtain a conditional use permit through City Council.

The applicant states that the restaurant is open at 11:30a for lunch, 7 days a week and closes by midnight Sunday through Thursday and before 2:00a Thursday through Saturday. Typically the business has live music outside, weather permitting, on Friday and Saturday evenings, typically ending before midnight.

RECOMMENDATION

At their August 19, 2014 meeting, the Planning Commission forwarded **CU-14-415** 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. No more than three criminal police calls, as determined by the Chief of Police, may be attributable to the establishment within a thirty day continuous period; after which private security shall be required in a manner approved by the Chief of Police.
2. Hours of operation on Sundays through Thursdays shall not occur outside of 8:00 a.m. to 12:00 a.m. the following day, and Fridays and Saturdays shall not occur outside of 8:00 a.m. until 2:00 a.m. the following day.
3. The business shall comply with applicable noise and maximum sound level regulations per Chapter 17 of Winchester City Code, as amended.

Piccadilly's
PUBLIC HOUSE
AND
RESTAURANT

125 East Piccadilly Street • Winchester, VA 22601 • (540) 535-1899 • (540) 535-1882 Fax

June 17, 2014

City of Winchester

RE: Conditional Use Permit

Piccadilly's Public House & Restaurant



Dear City Council:

Piccadilly's Public House & Restaurant is requesting a Conditional Use Permit for live entertainment on the outside deck and patio area.

This area of the restaurant is open at 11:30 for lunch, 7 days a week and closes by midnight Sunday through Thursday and before 2:00 AM on Thursday through Saturday. We currently have live music outside, weather permitting, on Friday and Saturday evenings, ending before midnight.

During the winter months the live music is moved inside to the pub area or the banquet room.

Occasionally there are special shows scheduled on Sundays. This summer there are 3 special shows – one in May, one in July and one in September.

Live bands are scheduled on weekends only.

Thank you for your consideration on this matter. I welcome any questions or comments.

Sincerely,

Dale Massey

Dale Massey

540-481-6118 cell

540-535-1899 ext.102 office

Piccadilly's
Public House

PICCADILLY STREET

Flower Bed



NEW DECK ADDED
TO PART OF EXISTING DECK

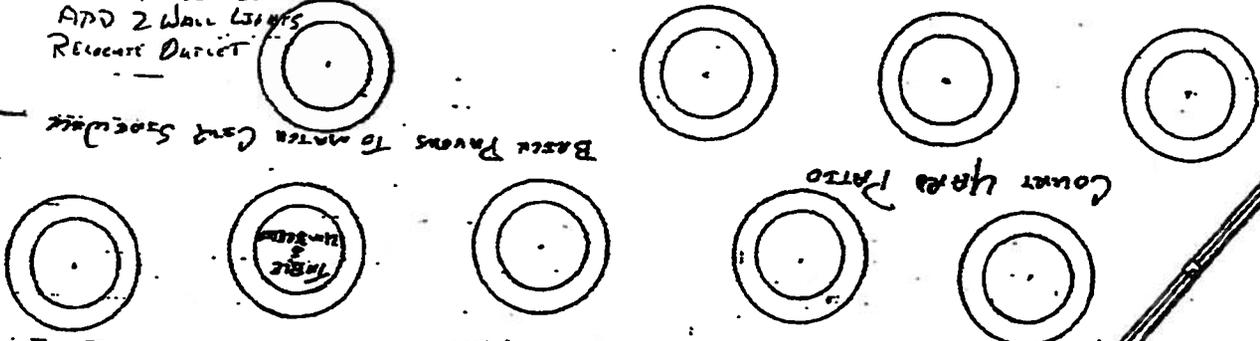
- ADD 3 WOODEN FANS
- ADD 4 POST LIGHTS
- ADD 2 WALL LIGHTS
- REMOVE DOOR

Back Wall

Flower Bed

Back Pavers to match Car and Sidelike

COURT YARD PATIO



White Fence

Flower Bed

12' x 60' Deck

SEVERAL TABLES

37'

LANDSCAPED BEDS

Back Pavers

Back Pavers

Back Lawn Way

Flower Bed

15'

14'

1-6'



Pavers

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 8/26/14 (work session),
9/9/14 (regular mtg)

CUT OFF DATE: 8/20/14

RESOLUTION **ORDINANCE** **PUBLIC HEARING** X

ITEM TITLE:

CU-14-432 Request of Lynn Miller on behalf of the City Of Winchester for a conditional use permit for a telecommunications tower at 231 East Piccadilly Street (*Map Number 173-01-Q-1*) zoned Central Business (B-1) District. Request is to construct a 150-foot monopole tower to be utilized as part of the proposed dual-site public safety communications system upgrade.

STAFF RECOMMENDATION:

Approval with conditions

PUBLIC NOTICE AND HEARING:

Public hearing for 9/9/14 Council mtg

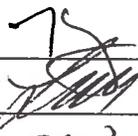
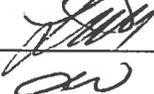
ADVISORY BOARD RECOMMENDATION:

Planning Commission recommended approval with conditions

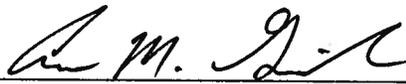
FUNDING DATA: N/A

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 Director			8/20/14
2. Emergency Management Coordinator			8/21/14
3. City Attorney			8/21/14
4. City Manager			21 Aug 14
5. Clerk of Council			

Initiating Department Director's Signature:
(Zoning and Inspections)



8/20/14



APPROVED AS TO FORM:


8/21/2014
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Aaron Grisdale, Director of Zoning and Inspections
Date: August 26, 2014
Re: CU-14-432 – Telecommunications Facility – 231 E. Piccadilly St

THE ISSUE:

The City of Winchester is applying for a conditional use permit for a telecommunications facility at 231 E Piccadilly Street. The proposal is for a 150-foot monopole tower adjacent to the Timbrook Public Safety Center.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 2 – Develop a High Performing Organization, Objective 4 – Provide adequate resources for the defined core City services and service levels.

Goal 4 – Create a More Livable City for All, Objective 4 – Upgrade City Infrastructure

BACKGROUND:

The request by Lynn Miller on behalf of the City of Winchester for a 150-foot monopole telecommunications facility at 231 E. Piccadilly Street. This proposed tower will replace the existing 85-foot lattice tower adjacent to the Timbrook Public Safety Center. This is one site proposed as part of a dual-site public safety communications system.

(Full staff report attached).

BUDGET IMPACT:

No funding is required.

OPTIONS:

- Approve the conditional use permit
- Approve the conditional use permit with conditions
- Deny the conditional use permit

RECOMMENDATIONS:

The Planning Commission unanimously recommended approval.

City Council Work Session
August 26, 2014

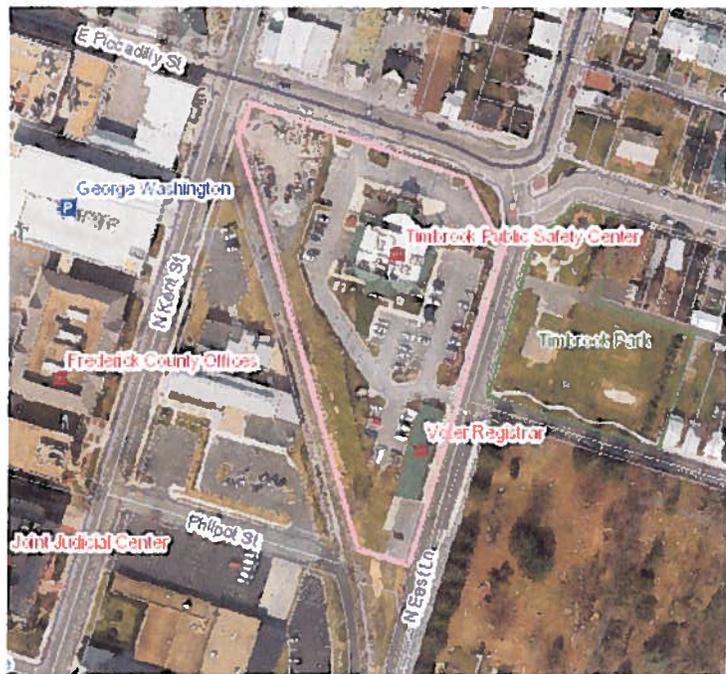
CU-14-432 Request of Lynn Miller on behalf of the City of Winchester for a conditional use permit for a telecommunications tower at 231 East Piccadilly Street (*Map Number 173-01-Q-1*) zoned Central Business (B-1) District.

REQUEST DESCRIPTION

This request is a proposal for a new communications tower adjacent to the Timbrook Public Safety Center at 231 East Piccadilly Street. The proposed 150-foot monopole tower will replace an existing 85-foot lattice tower on site.

AREA DESCRIPTION

The subject property is located on the southwest corner of the intersection of East Piccadilly Street and North East Lane and is zoned Central Business (B-1) district with no overlays. The immediately surrounding properties to the north, west and south are similarly zoned; however, most of the properties to the west are within the Historic Winchester (HW) district overlay. Properties to the northeast are zoned Limited High Density Residential (HR-1) and properties to the east and southeast are zoned Educational Institutional and Public (EIP) district.



STAFF COMMENTS

The present request is a follow up to the conditional use permit that was submitted and reviewed by Planning Commission and City Council during 2013 as part of the public safety radio communications system upgrade. The City is presently embarking on replacement of the current communications system, which is antiquated, inadequate and non-compliant with FCC regulations. During the previous CUP proposal, a single 250-foot tower was being considered at a city-owned property on 700 Jefferson Street adjacent to the existing elevated water tank. Following Planning Commission and Council review and receiving public input, Council directed staff to evaluate alternative sites for the system.

The current proposal is modified from the previous single site design, with the current proposal involving a dual-site design consisting of a 150-foot monopole tower at the Timbrook Public Safety Center site at 231 East Piccadilly Street, and utilization of the existing infrastructure/elevated water tank on the 700 Jefferson Street site.

Prior to the application for the current CUP, the public safety communications project team evaluated alternate sites that would support a single site design. As noted in the applicant's detailed letter, one site was on East Lane and would involve a 350-foot lattice tower. The second consideration was the

Winchester Medical Center site, which yielded a requirement of a 450-foot tower to achieve the required coverage requirements. Neither of these options was determined to be feasible as the ability to obtain a favorable ruling from the FAA or the FCC was doubtful. After these studies and considerations, the proposal was made for the current proposal.

The existing proposal of 150-feet was determined to be the minimal height necessary following propagation studies to analyze future signal performance. This design was identified as the most effective from an operational perspective; it would combine the utilization of existing and new resources, create economies of scale, reduce the impact of FAA regulations, address the concerns of citizens and have a minimum impact of the area.

As noted above, this tower would be part of a two-site design with this proposal being key to the design and operation of the system. The second component which is not part of this request is the replacement of existing radio aerials on the elevated water tank at 700 Jefferson Street with new and updated equipment.

Prior to the consideration of this CUP proposal, the City of Winchester made a variance request with the Board of Zoning appeals to allow for the proposed height which exceeds that which is typically permitted within the B-1 district. The normal permitted height is 100-feet within the district, and the Board found that a demonstrable hardship existed in this instance and granted the variance. With this variance approval in hand, the CUP request is now able to move forward for review.

RECOMMENDATION

At their August 19, 2014 meeting the Planning Commission forwarded **CU-14-432** 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. Obtaining all required state and federal approvals and the tower design being in conformance with any additional requirements as may be required by such agencies.
2. Submit an as-built emissions certification after the facility is in operation;
3. The applicant, tower owner, or property owner shall remove equipment within ninety (90) days once the equipment is no longer in active use;

Timbrook Public Safety Center
231 East Piccadilly Street
Winchester, VA 22601

Telephone: (540) 545-4721
FAX: (540) 542-1314
Website: www.winchesterva.gov

July 2, 2014

Mr. Timothy A. Youmans, Planning Director
City of Winchester
Rouss City Hall
15 N. Cameron Street
Winchester, VA. 22601



Re: Emergency Communications Project – Communications Tower
231 E. Piccadilly Street, Timbrook Public Safety Center

Dear Mr. Youmans,

The City of Winchester is in the process of replacing the Public Safety Radio Communications System. The existing system is subject to failure, antiquated, inadequate, non-compliant with FCC regulations, undependable in some cases beyond repair. The infrastructure of the proposed system includes several components one of which is a 150' radio communications tower to be located as indicated above. The City embarked on the replacement of the Emergency Communications System in 2005 authorizing an evaluation of the current system followed by a detailed study in 2007 as performed by L. R. Kimball & Associates. The findings of the original study identified the current system was beyond useful life, did not provide adequate radio coverage for public safety, had limited redundancy, did not provide interoperability and was a system of stove pipes rather than a communications system.

The 2007 study determined the most suitable radio communications for the City, provided a conceptual design and took into consideration the most cost effective design. Following much discussion and research it was determined that a Project 25, digital, trunked system operating in the 800 MHz frequency spectrum to be the best option. While engaged in the design phase of the study it was determined that regulations of the Federal Communications Commission pertaining to the VHF frequency spectrum which the City utilized was subject to Narrowbanding regulations having a compliance date of January 1, 2013. This regulatory issue further influenced the decision to convert to the 800 MHz spectrum.

L. R. Kimball & Assoc. presented several design options from which a Request for Proposal (RFP) was crafted. The design utilized an industry standard of 95% coverage, 95% of the time utilizing a portable radio with a 20dB signal loss in building. The selected vendor offered a solution utilizing a single tower site. The determined site was to be located at 700 Jefferson Street and would involve a 250' lattice tower and associated ground support equipment creating a project cost of \$3.5 million. The single site was preferred as it complied with specified

performance standards, contained long term maintenance expense and was the most cost effective solution relating to initial build out. Implementation of the Jefferson Street site was initiated through an application for a Conditional Use Permit through Zoning & Planning, licensing through the Federal Communications Commission (FCC) and the submittal of an application to the Federal Aviation Administration (FAA) to permit erection of a 250' lattice tower on the site. The FAA originally provided a favorable recommendation pertaining to the erection of the tower with provisions it would to be illuminated and painted aviation orange and white. The Planning Commission reluctantly provided a favorable recommendation relating to the erection of the tower although several citizens spoke in opposition to the tower. When the Planning Commission's recommendation was presented to City Council several citizens addressed Council opposing the erection of the tower. Council considered the comments received by the citizens and requested alternate sites for the tower be examined. Alternate sites were examined and a determination made that to meet the performance standards two locations would support the single site design. One site was on East Lane and would involve a 350' lattice tower while the second site would be on the Winchester Medical Center Campus and involve a 450' tower. Neither of these sites was determined to be feasible as the ability to obtain a favorable ruling from either the FAA or the FCC was doubtful. While the alternate sites were being examined the FAA implemented new regulations addressing the Minimum Descent Altitude (MDA) for aircraft circling in a holding pattern to land at the Winchester Regional Airport. It was determined by the FAA that the Jefferson Street tower would protrude into the MDA by 20' thus the favorable ruling previously issued by the FAA was retracted. This action resolved the issue concerning the Conditional Use Permit and the application for the 250' tower was rescinded.

The action of the FAA negated six and a half years of intense work and design and placed the project back on the drawing board. As the performance standards for operations remained a vital factor the next consideration was to examine available alternatives. Consideration was given to leasing space on existing tower sites and sharing space with entities such as cell carriers. This was examined and a determination made that compliance with the performance standards could not be obtained by a single site and based on the location and elevation of the existing towers it would most likely take multiple sites each creating a significant initial investment and long term maintenance cost.

Propagation studies were performed utilizing the existing elevated water tank located at the Jefferson Street site and the replacement of the existing 85' lattice tower located at the Timbrook Public Safety Center with a 150' monopole. The propagation studies identified performance standards could be met utilizing this configuration. This design was determined as the most effective from an operational perspective, it would combine the utilization of existing and new resources, create economy of scale, reduce the impact of FAA regulations, address the concerns of citizens and have a minimum impact of the area as this is an upgraded replacement rather than an addition.

The original single site design was budgeted at \$3.5 million, the two site design as proposed has been budgeted at \$5.4 million creating a substantially greater financial impact hardship on already stressed finances. Should the request to permit the 150' tower at the Timbrook Public Safety Center not be granted the design will require further modifications and the need for

Winchester Emergency Management

additional sites and towers will be necessary creating yet a greater financial hardship from the construction through the 20-25 year anticipated project life span. In addition to the financial impact associated with the implementation of the project non-compliance with FCC regulations may result in issuance of violations resulting in fines up to \$10,000 per day per frequency, a revocation of existing communications licenses and an order to take immediate corrective action. This will create yet another financial hardship on the citizens. Additionally and maybe most importantly is the hardship experienced on a daily basis by Public Safety personnel as they perform services within the community without the benefit of dependable communications. This places the personal in jeopardy and reduces their effectiveness within the community creating a hazardous environment for not only the responders but for the overall community.

On behalf of the City of Winchester I respectfully request the Planning Commission consider the request to erect a 150' monopole tower structure at the rear of the Timbrook Public Safety Center located at 231 E. Piccadilly Street.

Respectfully,


Craig Gerhart, Interim City Manager/Director of Emergency Management

GEO-TECHNOLOGY ASSOCIATES, INC.

GEOTECHNICAL AND ENVIRONMENTAL CONSULTANTS

A Practicing ASFE Member Firm



June 25, 2014

City of Winchester Planning and Zoning Department
Rouss City Hall
15 North Cameron Street – Suite 318
Winchester, VA 22601

Re: Notice of Cell Tower Construction for Evaluation of Historic Sites
Timbrook Public Safety Center
Winchester, Virginia

Dear Sir or Madam:

City of Winchester is proposing to replace an existing lattice tower with a 140-foot tall monopole telecommunications tower, with the overall height of 150-feet including upper attachments. The site is located at the Timbrook Public Safety Center at 231 East Piccadilly Street, Winchester, Virginia 22601. Pursuant to the Nationwide Programmatic Agreement for Review of Effects on Historic Properties for Certain Undertakings Approved by the Federal Communications Commission, on behalf of the City of Winchester, Geo-Technology Associates, Inc. (GTA) is providing written notification of this proposal by the City of Winchester to construct the above referenced telecommunications tower.

The subject site currently consists of an existing lattice tower compound, which City of Winchester proposes to decommission to construct a fenced telecommunications compound containing the proposed monopole cell tower and associated telecommunications equipment. Total area disturbed will be approximately 600 square feet. A *Site Location Map* showing the approximate location of the proposed development and the *Site Exhibit* is attached.

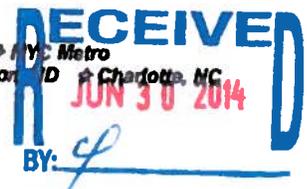
The antenna installation is subject to review under Section 106 of the National Historic Preservation Act, 16 U.S.C. § 470f ("Section 106"). In accordance with Section 106 and the Nationwide Programmatic Agreement referenced above, City of Winchester invites your comments on the effects of the proposed tower on historic properties in the vicinity that are listed or eligible for listing in the National Register of Historic Places. A copy of the Section 106 Submittal can be provided upon request. *The Section 106 review is a separate process from any city or county approval required for this project.*

Please let us know if you need anything additional to make your review convenient. Comments may be sent within 30 days to Geo-Technology Associates, Inc., ATTN: Ms. Kirti

43760 Trade Center Place, Suite 110, Sterling, VA 20166 (703) 478-0055 Fax: (703) 478-0137

◆ Abingdon, MD ◆ Laurel, MD ◆ Frederick, MD ◆ Waldorf, MD ◆ Sterling, VA ◆ Somerset, NJ ◆ NYC Metro
◆ New Castle, DE ◆ Georgetown, DE ◆ York, PA ◆ Quakertown, PA ◆ Towanda, PA ◆ Malvern, OH ◆ Williston, ND ◆ Charlotte, NC

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City of Winchester Planning and Zoning Department
Notice of Cell Tower Construction –Timbrook Public Safety Center Cell Site
June 25, 2014
Page 2 of 2

Rajpurohit, 43760 Trade Center Place, Suite 110, Sterling, Virginia 20166 or submitted by telephone to Ms. Kirti Rajpurohit at (703) 478-0055. Any comments received from interested parties will be forwarded to the Virginia Department of Historic Resources for its consideration in reviewing this project.

If you have any questions please do not hesitate to contact us at (703) 478-0055.

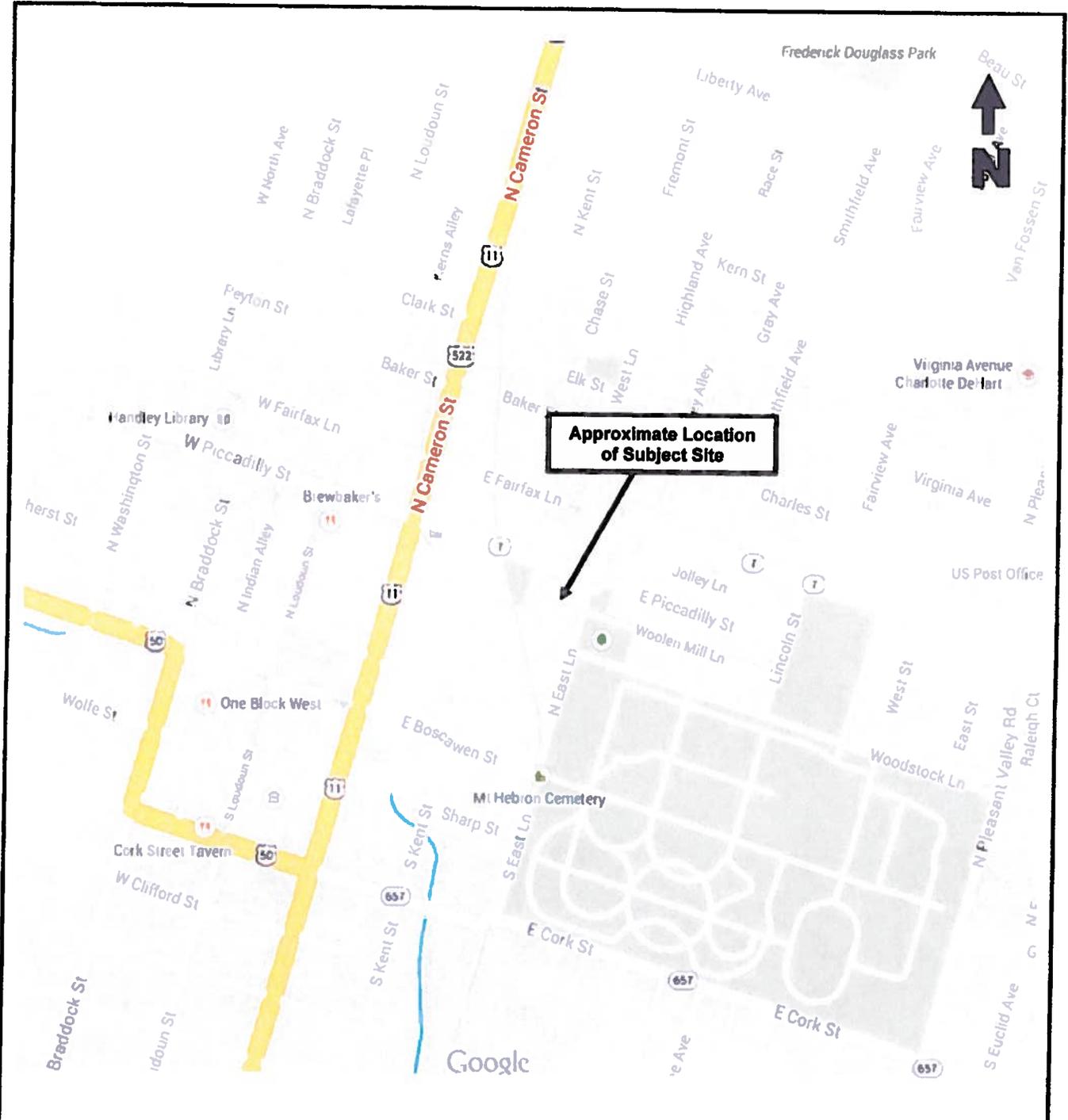
Sincerely,
GEO-TECHNOLOGY ASSOCIATES, INC.



Kirti Rajpurohit
Environmental/NEPA Specialist

GTA Project # 140941

Attachment: *Site Location Map*
Site Exhibit



	<p>GEO-TECHNOLOGY ASSOCIATES, INC. <i>Geotechnical and Environmental Consultants</i></p> <p>43760 Trade Center Place, Suite 110 Sterling, Virginia 20166 (703) 478-0055 Fax (703) 478-0137</p>	<p align="center">Figure 1 Site Location Map</p> <p align="center">Timbrook Safety Center Winchester, Virginia</p>		
<p>SCALE</p> <p align="center">As Shown</p>	<p>DATE</p>	<p>SOURCE</p> <p align="center">Google Maps</p>	<p>REVIEWED BY</p> <p align="center">GTA</p>	<p>GTA PROJECT NO.</p> <p align="center">140941</p>

PARKING TABULATION

2. PUBLIC SPACES	FRIGID
3. PUBLIC ACCESSIBLE SPACES	3
4. SOLAR SHOPS	65
5. SOLAR ACCESSIBLE SPACES	1
TOTAL 71	

SEE 8 PARKING EXCEPT NEW TRUCKS GARAGES

NOTES:

1. ALL BUILD AND REPAIR CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF WASHINGTON PUBLIC UTILITIES REGULATIONS, LATEST EDITION.
2. SEE SHEET C7 FOR WATER AND SEWER MAINS.
3. HANDICAPPED PARKING SPACES SEE SHEET C10.
4. HANDICAPPED PARKING SPACES WITH ACCESSIBLE RAMP SEE SHEET D11 CO.
5. FLAREPOLL, SEE F.A.P.O.L.E. FOUNDATION DETAIL ON SHEET C10.
6. 14" x 7" CONC. SEPT. AND PER. SCHEDULED, SEE SHEET C10.
7. SEE SHEET C9 FOR CONC. SILE. DETAILS.
8. SEE SHEET C9 FOR CONC. SILE. DROP DETAIL.
9. SEE SHEET C11 FOR STAIRWAY ON A.
10. 14" x 7" CONC. SEPT. AND PER. SILE. WALL, SEE SHEET D11 CO.
11. 16" x 7" CONC. SEPT. AND PER. TRANSVERSE, SEE SHEET C10.
12. SEE SHEET C10 FOR SEWER MAINS ON A.
13. SEE SHEET C10 FOR PER. SCHEDULED, SEE SHEET C10.
14. BUILDING HEIGHT IS AS SET BY A ZONING AREA OF 11,415 SQUARE FEET OR A TOTAL BUILDING AREA OF 11,415 SQUARE FEET.
15. CONTACT THE OWNER FOR THE CITY OF WASHINGTON OF THIS SHEET FOR THE CITY OF WASHINGTON OF THE CITY OF WASHINGTON.
16. ALL BUILDING FINISHES ARE SHOWN ON SHEET C10.
17. SEE SHEET C10 FOR FINISH DETAIL.
18. ALL OTHER FINISH DETAIL STOPS IF THE SHEET IS NOT INDICATED IN THE PROJECT.
19. SEE SHEET C10 FOR CONC. SILE. WALL AND 8" DETAIL.
20. SEE SHEET C10 FOR CONC. SILE. WALL AND 8" DETAIL.
21. SEE SHEET C10 FOR CONC. SILE. WALL AND 8" DETAIL.

NOTE: MRA SEAL AND SIGNATURE FOR BZA APPLICATION ONLY. ALL REVISIONS TO THIS SHEET, WHICH ARE BEING CERTIFIED TO, HAVE BEEN CLOUDDED.

LEGEND

- HEAVY DUTY ASPHALT PAVEMENT SEE SHEET C10
- CONCRETE DRIVEWAYS & PADS



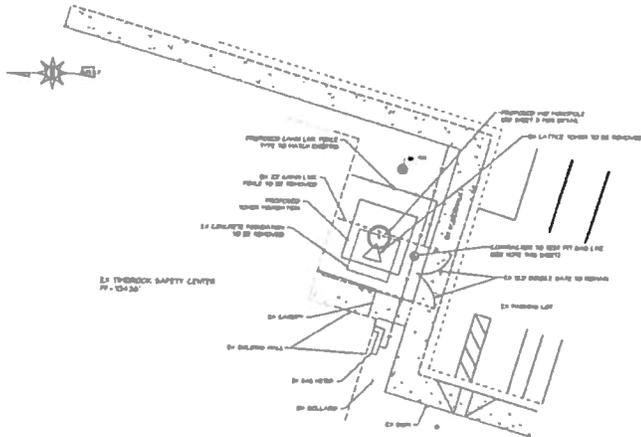
GRAPHIC SCALE

PROJECT NO.	100-100-100-100
CITY OF WASHINGTON	TELECOMMUNICATIONS CENTER
331 EAST PRINCE STREET	
ARCHITECT	MIRA ASSOCIATES, INC.
DATE	NOV 15, 1994
DESIGNED BY	
CHECKED BY	
DATE	

MIRA ASSOCIATES, INC.
 1000 15th Street, N.W.
 Washington, D.C. 20004
 (202) 462-1000
 FAX (202) 462-1001
 WWW.MIRA-DC.COM

STATE PLAN
 SPECIAL USE PERMIT
 CITY OF WASHINGTON
 TELECOMMUNICATIONS CENTER
 EAST PRINCE STREET
 DISTRICT OF COLUMBIA

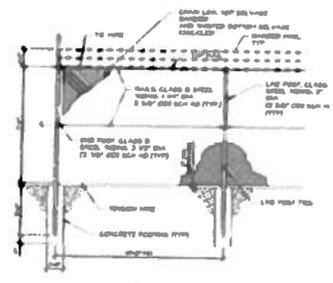
SHEET NO. 100-100-100-100
 OF 100
 DATE: NOV 15, 1994
 DRAWN BY: [Name]
 CHECKED BY: [Name]



ITEM #111212

1 - NEW FENCE
SEE DRAWING SPECIFY

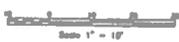
IN ORDER TO DETERMINE THE EXACT HORIZONTAL AND VERTICAL LOCATION OF A DRIVE UTILITY AND TO ASSIST THE CONTRACTOR UNDER OTHER IN EXISTING AREAS OF SPECIAL CONCERN, THE CONTRACTOR SHALL BE REQUIRED TO LOCATE ALL UTILITIES BY FIELD SURVEY. THESE LOCATIONS ARE NOT INTENDED TO BE CONSIDERED AS GUARANTEED AND ARE NOT INTENDED TO BE A BASIS FOR ANY CLAIMS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.



CHAIN LINK FENCE DETAIL

TYPICAL INSTALLATION DETAILS

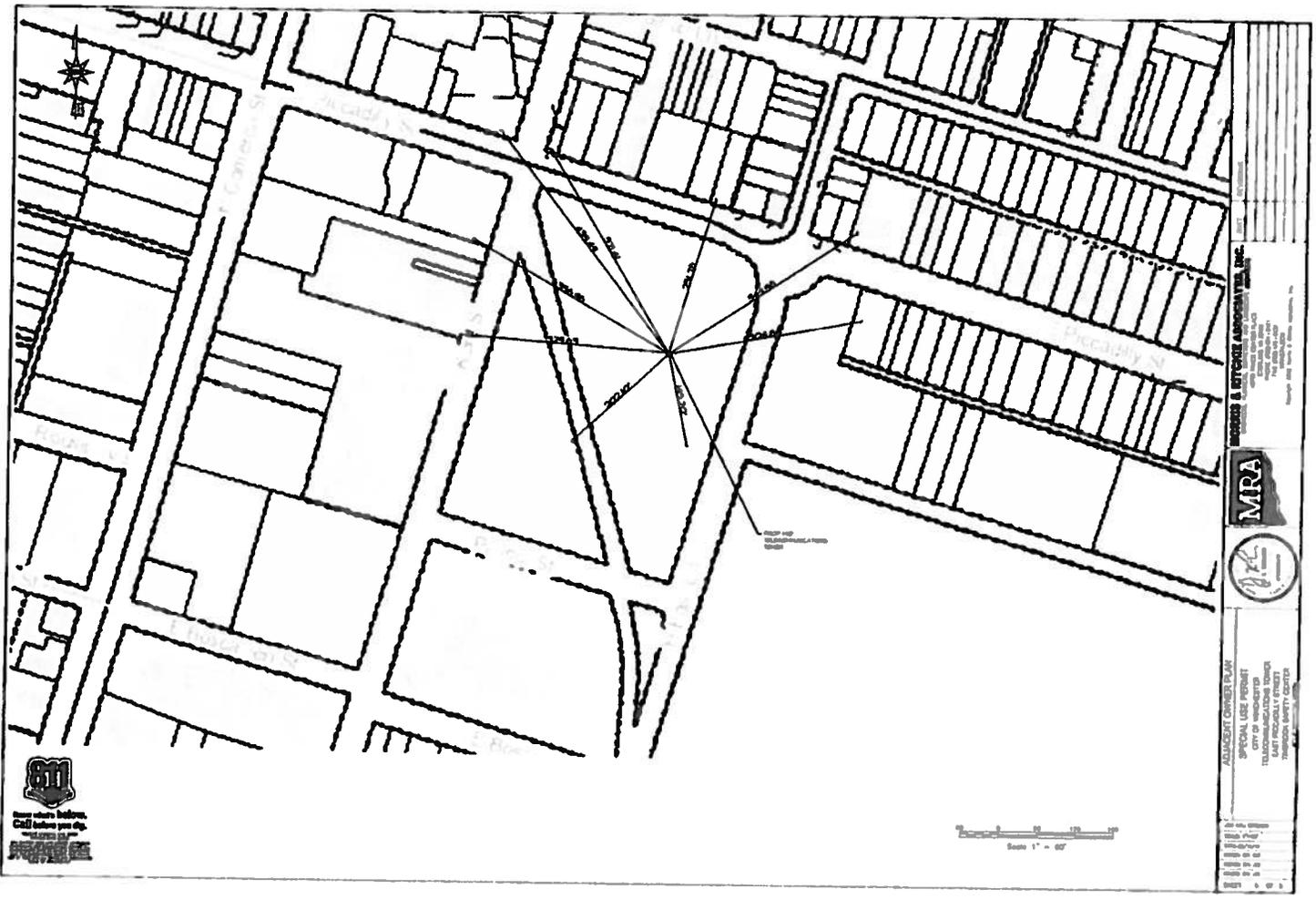
1. LANE LINE SHALL BE MAINTAINED AS SHOWN ON THIS PLAN AND SHALL BE MAINTAINED AS SHOWN ON THIS PLAN AND SHALL BE MAINTAINED AS SHOWN ON THIS PLAN.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND FOR OBTAINING THE LOCATION OF ALL UTILITIES.



MRJA
MICHIGAN REGISTERED JOURNAL OF RECORD ARCHITECTS
1000 WEST WASHINGTON STREET
ANN ARBOR, MI 48106
TEL: 734.769.1234
FAX: 734.769.1235
WWW.MRJA.MI

LAVERNE P. JAMES
SPECIAL LENSES PROJECT
CITY OF ANN ARBOR
TELECOMMUNICATIONS CENTER
1000 WEST WASHINGTON STREET
ANN ARBOR, MI 48106

DATE: 08/14/2013
TIME: 10:00 AM
DRAWN BY: [Name]
CHECKED BY: [Name]
SCALE: AS SHOWN



Scale 1" = 60'

MRA
MORRIS & WITKOPF ASSOCIATES, INC.
1000 Market Street, Suite 2000
Philadelphia, PA 19102
Tel: 215-562-1000
Fax: 215-562-1001
www.mra.com



ADJACENT OWNER PLAN
SPECIAL USE PERMIT
CITY OF PHILADELPHIA
1000 MARKET STREET
PHILADELPHIA, PA 19102
PH: 215-562-1000

DATE: 08/14/12
DRAWN BY: [Name]
CHECKED BY: [Name]
SCALE: 1" = 60'
SHEET NO. 1 OF 1

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL MEETING OF: 8/26/14 (work session), **CUT OFF DATE:** 8/20/14
9/9/14 (1st Reading) 10/14/14 (2nd Reading/Public Hearing)

RESOLUTION **ORDINANCE** X **PUBLIC HEARING** X

ITEM TITLE:

TA-14-354 AN ORDINANCE TO AMEND SECTION 16.1 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO ALLOWABLE BUILDING HEIGHT IN THE EDUCATION, INSTITUTION AND PUBLIC USE (EIP) DISTRICT. Amendment will allow for increased building height up to 45-feet with increased building setbacks.

STAFF RECOMMENDATION:

Approval with conditions

PUBLIC NOTICE AND HEARING:

Public hearing for 10/14/14 Council mtg

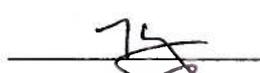
ADVISORY BOARD RECOMMENDATION:

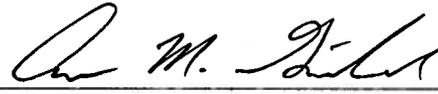
Planning Commission recommended approval.

FUNDING DATA: N/A

INSURANCE: N/A

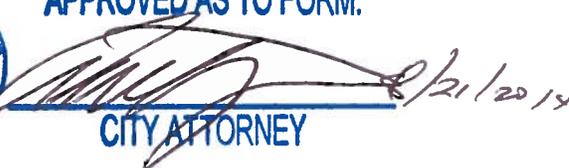
The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Planning Director			8/20/14
2. City Attorney			8/20/14
3. City Manager			21 Aug 14
4. Clerk of Council			

Initiating Department Director's Signature:  8/20/14
(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 *AMG*
Date: August 26, 2014
Re: TA-14-354 – AN ORDINANCE TO AMEND SECTION 16.1 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO ALLOWABLE BUILDING HEIGHT IN THE EDUCATION, INSTITUTION AND PUBLIC USE (EIP) DISTRICT.

THE ISSUE:

Privately sponsored zoning ordinance text amendment to amend the provisions for allowable building heights in the EIP district.

RELATIONSHIP TO STRATEGIC PLAN:

Goal 4 – Create a More Livable City for All, Objective 3 – Manage future growth, development and redevelopment consistent with City’s vision, comprehensive plan and development standards and policies

BACKGROUND:

This is a privately sponsored text amendment to amend the allowable height provisions within the EIP district to allow for increased building height provided that additional setback is provided. The request provides language that is identical to height provisions for public or semipublic buildings such as a school or church in the LR, MR, HR, HR-1, and RO-1 districts. (Full staff report attached).

BUDGET IMPACT:

No funding is required.

OPTIONS:

- Approve the conditional use permit
- Approve the conditional use permit with conditions
- Deny the conditional use permit

RECOMMENDATIONS:

The Planning Commission unanimously recommended approval.

City Council Work Session
August 26, 2014

TA-14-354 – AN ORDINANCE TO AMEND SECTION 16.1 OF THE WINCHESTER ZONING ORDINANCE PERTAINING TO ALLOWABLE BUILDING HEIGHT IN EDUCATION, INSTITUTION AND PUBLIC USE (EIP) DISTRICT.

REQUEST DESCRIPTION

This is a privately sponsored text amendment to amend the allowable height provisions within the EIP district to allow for increased building height provided that additional setback is provided. The request provides language that is identical to height provisions for public or semipublic buildings such as a school or church in the LR, MR, HR, HR-1, and RO-1 districts.

Similar to the allowable height provisions in the LR, MR, HR, HR-1 and RO-1 districts, this provision mitigates potential impacts from increased building height by requiring structures taller than 35 feet, but no more than 45 feet, to have increased setback of at least one foot per additional foot in building height.

RECOMMENDATION

During their August 19, 2014 meeting, the Planning commission forwarded **TA-14-354** with a favorable recommendation because the amendment, as proposed, presents good planning practice by providing for additional building height for public and semipublic buildings with an increased setback.

AN ORDINANCE AMENDING SECTION 16.1 OF THE WINCHESTER ZONING ORDINANCE
PERTAINING TO ALLOWABLE BUILDING HEIGHT IN EDUCATION, INSTITUTION AND PUBLIC USE
(EIP) DISTRICT.

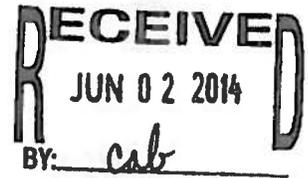
TA-14-354

Draft 1 – 6/2/2014

Ed. Note: The following text represents an excerpt of Article 16.1 of the Zoning Ordinance that is subject to change. Words with strikethrough are proposed for repeal. Words that are **boldfaced and underlined** are proposed for enactment. Existing ordinance language that is not included here is not implied to be repealed simply due to the fact that it is omitted from this excerpted text.

SECTION 16.1-7. HEIGHT REGULATIONS

- 16.1-7-1 Buildings may be erected up to thirty-five (35) feet from grade except that:
- 16.1-7-2 Church spires, belfries, cupolas, chimneys, flues, flag poles, television antennas, radio aerials, and equipment penthouses are exempt.
- 16.1-7-3** **A public or semipublic building such as a school or church may be erected up to forty-five (45) feet provided that each side yard is fifteen (15) feet plus one (1) foot for each additional foot of building height over thirty-five (35) feet.**



June 2, 2014

Mr. Aaron Grisdale
Director of Zoning & Inspections
City of Winchester
15 N. Cameron Street
Winchester, VA 22601

**RE: PROPOSED ORDINANCE AMENDMENT –
ALLOWABLE BUILDING HEIGHT WITHIN THE EIP DISTRICT**

Dear Aaron,

Please find attached the following submission materials as required for a zoning text amendment application:

- Signed application
- Proposed Zoning Text Amendment for allowable height within the EIP (Education, Institution and Public Use) District
- Application fee in the amount of \$600

The proposed modification to the zoning ordinance would allow for up to 45 ft. maximum building height within the EIP zoning district, the same as allowed in residential district for school or public use buildings.

If you have any questions please feel free to contact me at 667-2139.

Sincerely,

PENNONI ASSOCIATES INC.


Ronald A. Mislowsky, PE

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: 8/19/14 CUT OFF DATE: 8/12/14

RESOLUTION ___ ORDINANCE ___ PUBLIC HEARING ___

ITEM TITLE: Winchester Parking Authority presentation

STAFF RECOMMENDATION:

PUBLIC NOTICE AND HEARING: N/A

ADVISORY BOARD RECOMMENDATION: N/A

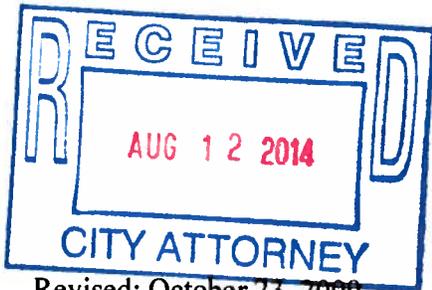
FUNDING DATA: N/A

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. The Director's initials for approval or disapproval address only the readiness of the issue for Council consideration. This does not address the Director's recommendation for approval or denial of the issue.

DEPARTMENT	INITIALS FOR APPROVAL	INITIALS FOR DISAPPROVAL	DATE
1. Finance Director	B		8-12-14
2.			
3.			
4.			
5. City Attorney	[Signature]		8/12/14
6. City Manager	[Signature]		8/12/14
7. Clerk of Council			

Initiating Department Director's Signature: [Signature] Date: 8/11/14



APPROVED AS TO FORM:

[Signature] 8/12/14 CITY ATTORNEY

WINCHESTER PARKING AUTHORITY



The Winchester Parking Authority strives to offer adequate parking that is safe, convenient, clean and close to your downtown destination by providing four parking garages, six off-street surface lots and 400 metered on-street parking spaces.

WPA Staff

- 1 Director
- 1 Secretary
- 1 Account Clerk II
- 1 Maintenance Tech I
- 1 Maintenance Tech II
- 1 Meter Enforcement Officer



Authority Members

- The Parking Authority Board consists of 5 members:
- **Chairman:** Richard Helm
- **Vice Chair:** Kimberly Burke
- **Treasurer:** Michael Miller
- **Authority Member:** Howard Manheimer
- **Authority Member:** vacancy

Comprehensive Parking Review

- Global parking committee was formed in August 2013 at request of City Council
- Parking Committee mission:
 - To advise the WPA on how to most effectively manage the parking system in Old Town.
 - Develop parking system that maximizes parking resources
 - Develop marketing plan
 - Make sure parking plan is self-sustaining

Parking Review continued

- Committee analyzed parking management alternatives to improve self-sufficiency
 - Recommended raising rates to \$50
 - Recommended operating garages by capacity
- Meters and enforcement to increase WPA revenues
 - Extend enforcement to include Saturdays
 - Increase meter fine rates
 - Extend meters on N. Cameron St
 - ParkMobile application



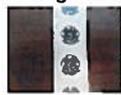



Hybrid System for Braddock



- NOTICE EFFECTIVE SEPTEMBER 1, 2014 NEW RATE/ OPERATION STRUCTURE FOR MONTHLY PARKING:**
- Non Reserved Monthly Parking:** This will allow for parking anywhere in the facility with the exception of areas marked reserved. Rate is \$50.00 per month and requires a monthly contract.
- Business Block Parking:** This will allow for parking in a specified reserved area within the facility during the hours of 6 AM to 6 PM, Monday thru Friday. For hours other than 6 AM to 6 PM, Monday thru Friday, renter will be allowed access into facility. Rate is \$55.00 per month and requires a yearly contract.
- 24/7 Block Parking:** This will allow for parking in a specified reserved area within the facility on a 24/7 basis. Rate is \$60.00 per month and requires a yearly contract.

Validation Program

- July 1992 – changed from rubber stamp to one-hour sticker 
- June 2011 – WPA purchased a bulk validator to print various hourly parking increments. 

Rate History

Hourly	Monthly
<ul style="list-style-type: none"> Began with Braddock Autopark opening in 1972 15 cents for first hour, 5 cents every 12 mins 25 cents for first hour, 5 cents every 12 mins 1987-2006 all garages 25 cents per hour July 2006 - present all garages 50 cents per hour 	<ul style="list-style-type: none"> Prior to 1991 \$20/\$14 After 1991, \$25/\$19 Loudoun remains at \$20/\$14 1998, Braddock \$30/\$19, Court Square \$30 2006 – Braddock \$35/\$24, Court Square \$30/\$24, Loudoun \$25/\$19 2009 – George Washington opens rate of \$30/\$24 2010 – Braddock, Court Square & CW \$37/\$30, Loudoun \$31/\$25 2011 – \$37/\$30 (Loudoun) 2012 – All garages \$42/\$35 2014 – All garages \$50/\$42

Occupancy Numbers

<ul style="list-style-type: none"> Monthly – July 2014 Total occupancy of all four garages available for rent = 1,401 spaces 950 spaces rented <ul style="list-style-type: none"> 791 undercover rented 159 roof rented 448 spaces not rented 	<ul style="list-style-type: none"> Hourly – July 2014 Total occupancy of all four garages available for hourly customers = 348 spaces 14,053 hourly users at all garages for month of July
---	---

Original Projections Template At 20 year debt

Parking Garage Projections

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Revenue	21,144	22,114	23,084	24,054	25,024	26,000	27,000	28,000	29,000	30,000	31,000	32,000	33,000	34,000
Expenses	10,200	10,400	10,600	10,800	11,000	11,200	11,400	11,600	11,800	12,000	12,200	12,400	12,600	12,800
Net	10,944	11,714	12,484	13,254	14,024	14,800	15,600	16,400	17,200	18,000	18,800	19,600	20,400	21,200
Capital Expenditures	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Free Cash Flow	10,944	11,714	12,484	13,254	14,024	14,800	15,600	16,400	17,200	18,000	18,800	19,600	20,400	21,200

Assumptions:
 - 5% increase in revenue 2007-2011; 2%-2012-2027
 - 3% increase per year in expenditures
 - 270 new spaces @ \$40
 - Actual payments for 9M/20 year bonds
 - \$5.00 increase every 3 years
 - Fund balance to remain at \$200,000
 - 30 year bond, difference in debt numbers
 - Possible \$1 million support for capital projects (occurred in FY 2014)
 - Continuing disclosure requirements
 - End of year audit
 - Annual compliance letter

Bond/Budget Compliance

- Original Assumptions:
 - 5% increase in revenue 2007-2011; 2%-2012-2027
 - 3% increase per year in expenditures
 - 270 new spaces @ \$40
 - Actual payments for 9M/20 year bonds
 - \$5.00 increase every 3 years
 - Fund balance to remain at \$200,000
 - 30 year bond, difference in debt numbers
 - Possible \$1 million support for capital projects (occurred in FY 2014)
- Continuing disclosure requirements
 - End of year audit
 - Annual compliance letter

Current Projections At 30 year debt

Current Parking Garage Projections

	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
Revenue	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000	1,200,000
Expenses	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)	(800,000)
Net	400,000																

- ### Rate Comparison
- | Monthly Rate | Hourly Rate |
|--|------------------------------------|
| Winchester, VA: \$50 | Winchester, VA: \$0.50 |
| Charlottesville, VA: \$115-\$130 | Charlottesville, VA: \$1.50-\$2.00 |
| Frederick, MD: \$96 | Frederick, MD: \$1.00 |
| Hagerstown, MD: \$60 | Hagerstown, MD: \$1.00 |
| Leesburg, VA: \$60 (assigned), \$40 (unassigned) | Leesburg, VA: \$0.50 |
| Lynchburg, VA: \$50 | Lynchburg, VA: \$1.00 |
| Staunton, VA: \$25 (free after 5 pm) | Staunton, VA: \$0.50 |

- ### Budgeted Equipment Expenses
- Spare parts for paystations:
 - Receipt Printer \$2,313 (FY 2016)
 - Bank Note Dispenser \$11,000 (FY 2017)
 - Snowblowers \$2,000 (FY 2016)
 - Stairwell cameras at Loudoun \$3,000 (FY 2016)
 - Sweeper \$15,000 (FY 2018)
 - Dodge \$30,000 (FY 2019)

- ### Garage Renovation
- 
- Court Square Autopark:** This garage is almost complete. Caulking still needs to be updated on a portion of ground floor and a new railing installed on ground floor.
 - Braddock Autopark:** was closed to both vehicles and pedestrian traffic on Monday, August 4 to begin renovation. It is expected Braddock will reopen early September.
 - Loudoun Autopark:** we hope to begin work on this garage early September. This garage will remain open while work is being conducted.

- ### Anticipated future expenses
- Gates for a nest at Braddock \$150,000
 - Boot
 - Purchase of next batch of digital meters \$50,000
 - Capital maintenance \$100,000 per year
 - Hiring additional enforcement officer \$50,000



128 N. Cameron St, Winchester, VA 22601
540-722-7575

Parking Garage Projections

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017
Revenue:	739,144	776,101	868,546	911,974	957,572	1,030,364	1,050,971	1,071,990	1,147,070	1,170,012	1,193,412
Expenses:	552,080	568,642	585,702	603,273	621,371	640,012	659,212	678,989	699,358	720,339	741,949
CIP:			200,000			225,000		75,000	275,000		
Subtotal:	187,064	207,459	82,845	308,701	336,201	165,352	391,759	318,002	172,712	449,672	451,462
Additional Revenue- 4th Garage:	0	0	129,600	136,080	142,884	150,028	157,530	165,406	173,676	182,360	191,478
Additional Expenses- 4th Garage:	0	0	53,500	55,105	56,758	58,461	60,215	62,021	63,882	65,798	67,772
Additional Debt (9M Garage):	0	0	664,000	663,124	661,764	664,983	662,529	664,607	665,917	666,518	666,398
All Revenue & Expenses subtotal:			-305,055	-273,448	-239,437	-183,064	-173,456	-168,220	-108,411	-100,284	-91,229
Fund Balance (actual):	868,815	1,076,274	771,218	497,770	258,333	75,269	-98,186	-266,407	-374,817	-475,101	-566,330
Potential City Support:						124,731	298,186	466,407	574,817	675,101	766,330
Fund Balance (per policy):	868,815	1,076,274	771,218	497,770	258,333	200,000	200,000	200,000	200,000	200,000	200,000

Assumptions:

- * 5% increase in Revenues 2007-2011; 2%-2012-2027
- ** 3% Increase per year in Expenditures
- *** 270 new spaces @\$40
- **** Actual payments for 9M/20 year bonds
- ***** \$5.00 increase every 3 years
- ***** Fund Balance to remain @ around \$200,000

Current Parking Garage Projections

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
Revenue:	Actual											
	777,079	807,007	696,222	731,314	873,356	919,669	982,082	1,040,000	1,130,000	1,130,000	1,180,000	1,230,000
Expenses:												
Parking Garage Improvements (CIP):	528,858	617,352	609,125	756,670	654,924	528,560	495,084	519,838	545,830	573,122	601,778	631,867
Potential City Support:			0	0	106,152	31,167	0	1,000,000				
Subtotal:	248,221	189,655	87,097	-25,356	112,280	359,942	486,998	520,162	584,170	556,878	578,222	598,133
City Repayment @ \$100,000 a year	0	0	0	0	0	0	0	0	0	0	0	0
Additional Debt (9M Garage):	0	0	0	0	583,987	581,900	583,300	585,875	583,000	584,000	584,500	584,500
Fund balance Used & Projected:		0	87,097	-25,356	-471,707	-221,958	-96,302	-65,713	1,170	-27,122	-6,278	13,633
Fund Balance:	929,972	1,119,627	1,206,724	1,181,368	709,661	487,703	391,401	325,688	326,858	299,736	293,458	307,092
						0	0	0	0			

\$5 increase			\$8 increase (under)		\$5 increase	\$5 increase
\$42 undercover	Did not increase monthly rate	Did not increase monthly rate	\$7 increase (roof)	No monthly rate increase planned		
\$35 roof			\$50 undercover			
			\$42 roof			
			Rate increase meters = \$26,250 a year			
			Extend meter hours = \$15,000 a year			

PARKING SURVEY 2010

LOCALITY INFORMATION
METERS
GARAGES
ENFORCEMENT

CITY & STATE	CONTACT PERSON	OPERATED BY?	METERS? RATES?	ENFORCEMENT HRS	VIOLATION FINE	# OF METERS	# OF GARAGES	HOURLY RATES	MONTHLY RATES	AFTER HRS RATES	ZONES/TIMED SPACES	ENFORCEMENT METHOD	# OF PERSONNEL
Winchester	Samantha Anderson	Authority	\$.50 (now \$.75 digital zone & \$.50 per hour mechanical zone)	9-4 pm, Mon - Fri (now 9 am - 6pm)	\$10, \$30 after 48 hours, \$50 at 15 days	500	4	\$.50 per hour, \$10 maximum	\$42 for undercover \$35 for roof	None	N/A	handheld droid device, takes picture of every violation	1
Berryville	Kristy Duncal	Public Works and Police	(3) \$0.01 meters for 5 mins., town lot - (10) 2 hr time limit, \$.25, .05 for every 15 mins	8 am - 6 pm, Mon - Fri	\$3	126 meters: 19 digital and the rest are mechanical	0	N/A	N/A	N/A	Drop off zones & a lot of free spaces, 10 hr minutes	Police patrol	Do not enforcement officers - they use police patrol
Charlestown, WV	Shirley Slebodnick	Police Dept	Yes, nickel for 1/2 hr, dime for 1 hr and quarter for 5 hours	8 am - 6 pm, Mon - Fri	\$5, after 24 hrs unpaid it doubles and then they send a notice	250 mechanical meters	0	No garages	No garages	No garages	Only on Main St - 2 hour parking spaces	Ticket writing & must chalk on Main St since there are no meters	1 enforcement officer
Frederick, MD	Steve Johnson	Enterprise Fund	Yes, \$1 per hr.	9 am - 5 Pm Mon - Sat	\$10. expired meter, doubles after 10 days, not paid within 25 days penalties begin	700	4	\$1 per hr. daily maximum of \$7.	\$80 per space (now \$96 per space)	\$1.00	many residential 2 hr. parking	electronically with hand held computers, take picture of every violators license # and car	1 full time, 1 part time, 3 part time techs, 3 office personnel, part time custodians for each garage
Hagerstown, MD	Jason Rogers	Enterprise Fund	Yes, .25 per hr., \$1 per hr. at Courthouse	8 Am - 5 Pm, Mon - Fri	\$10 for expired meter	1014 digital meters	2	.50 per half hr., daily maximum of \$6	\$60	\$1	N/A	Ticket writing crew	2 enforcement people
Harrisonburg	Jessica Chase	Econ. Develop. Office of City	NA	7 am - 7 pm Mon - Sat (Sundays & holidays free)	\$10.00	0	2	Free	\$30 to \$35 for leased spaces on roofs only	None	On street parking 30 min. or 2 hrs., Lots are 2 hr. or 10 hr.	License plate recognition with built in camera (ParkTrak)	3 full time, and 1 part time
Leesburg	Terry Frye	Town Owned	Yes, .50 per hour	8 am - 5 pm (now 6 pm), Mon - Fri (Nights, weekends, holidays are free)	\$10 for expired meter, fine goes up to \$20 if not paid within 15 days	154 digital meters	1	.50 per hour, \$5 maximum charge	\$60 for assigned, \$40 for unassigned	None	One in front of Town Hall	Meter Tech. keeps an eye on it	One, also Police Dept. can enforce
Martinsburg, WV	Sharon Flick	Authority	Yes, .25 per hr., on some side streets and residential areas .25 per 10 hrs.	9 am - 5 pm Mon - Fri	\$2 for first 48 hrs. after that \$5.	Total 600: 20 Digital & 580 Mechanical	0	No garages	No garages	No garages	N/A	Ticket writing by two enforcement personnel	2 enforcement people
Staunton	Tim Powell	Enterprise Fund	Yes, .50 cents a hour & must pay only by quarters	9 am - 2 pm, Mon - Fri	\$5, after 10 days then a \$5 late fee is imposed and then if another 10 days goes by then a court summons is issued	138 digital meters	2	.50 cents a hour	\$25	no charge after 5 pm - they lift the gate arms	N/A	Ticket writing & also do chaulking except they do not chalk in the lots	2 enforcement people
Charlottesville	Anthony Gallo	Parking Management Company manages parking garages	.25 a hour along Main St and .50 a hour on lot	8 am - 6 pm, Mon - Fri	\$15 if paid within the first 96 hours after that it doubles. They are considering escalating fines.	132 digital meters	2	Range from \$1.50 to \$2	Range from \$115 to \$130			Handheld computer	Police & 5 Community Service Officers
Lynchburg	Norman Hale	Authority - creating an Enterprise Fund	\$1.00	9 am - 4 pm (now 8 am 5pm), Mon - Fri (nights, weekends, holidays are free)	Meter & overtime parking \$20. Prohibited parking is \$30. There is no doubling of fines.	42-50 paystations going on the streets	3	\$1	\$50	None	loading zones	In the process of purchasing a handheld computer	2 patrols - appointed by Authority and they are sending them to be Special Conservatives of the Peace



A Virginia Accredited Law Enforcement Agency

Timbrook Public Safety Center
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Winchester, VA 22601

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**WINCHESTER POLICE DEPARTMENT
MONTHLY COUNCIL REPORT
July 2014**

5 YEAR TREND FOR MAJOR CRIMES- JULY

	2010	2011	2012	2013	2014
THEFT	63	74	63	52	91
GRAND THEFT	16	23	18	13	20
MVT	4	2	1	3	7
ROBBERY	2	5	1	2	0
RAPE	1	1	1	1	0
B&E	15	12	16	9	6

5 YEAR TREND ENFORCEMENT -Enforcement for JULY - 5 year trend

	2010	2011	2012	2013	2014
Felony Arrests	26	29	37	31	35
Misdemeanor Arrests	125	127	140	158	150
Legal Document - Felony	33	19	65	39	33
Legal Document - Misdemeanor	181	121	175	189	104
DUI Arrests	21	25	23	13	16
Incident Reports	358	354	380	318	396
Field Contacts Documented	13	48	76	27	9
Speeding - Radar	47	99	90	37	42
Traffic Violations	212	372	201	134	254
Vehicle Crash Investigations	50	49	57	36	51
Warning Citations					43
Parking Violations				756	847

Up-to-date statistics can be found at www.winchesterpolice.org/crimestats/index1.html and up-to-date crime maps are available at www.winchesterpolice.org/crimemap/index1.html.

“Committed to improving the quality of life for all people by preventing crime in the city.”

2014 Fire and Rescue Department Statistics

Month	Incidents											Casualties		Training Hours		Resuscitation Efforts	
	EMS	Fire	Total	Struc. Fire	Fire Other	ALS 1	ALS 2	BLS	Pt. Ref.	Mutual Aid Given	Mutual Aid Recvd.	Fire	Civ.	Dept. Personnel	LFCC Ride-Along Students	Cardiac Arrest	Cardiac Arrest Saved
January	420	151	571	4	147	184	7	166	26	49	16	0	0	780	0	6	1
February	298	90	388	3	87	156	4	103	14	22	9	0	0	1034	0	3	2
March	332	107	439	2	105	187	3	96	32	22	4	0	0	1232	0	3	0
April	380	114	494	7	107	189	5	136	24	35	12	0	2	2148	0	3	0
May	440	112	552	7	105	195	4	131	40	43	29	0	1	1621	0	3	2
June	354	105	459	2	103	145	2	133	37	27	5	0	0	2232	0	2	0
July	340	93	433	2	91	145	6	117	38	34	9	0	0	2037	0	3	0
August			0		0												
September			0		0												
October			0		0												
November			0		0												
December			0		0												
TOTAL	2564	772	3336	27	745	1201	31	882	211	232	84	0	3	11083	0	23	5

21.74%
26.3% National Average

10 Years of Incidents												
2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013		
4932	5288	5711	5673	5571	5365	5407	5539	5541	5756	5605		

Other Monthly Activity:



Relay for Life Basketball Tournament, Police vs. Firefighters



FY 2015 EMS Revenue Recovery Statistics

	Gross Revenue	Manual Contractual Allowances	Automatic Contractual Allowances	Refunds	Net Collectable	Payments from Patients	Payments from Insurance	Total Deposits
JULY	\$137,770.00	\$9,086.48	\$25,204.96	\$572.00	\$102,906.56	\$7,553.06	\$81,705.89	\$89,258.95
AUGUST					\$0.00			\$0.00
SEPTEMBER					\$0.00			\$0.00
OCTOBER					\$0.00			\$0.00
NOVEMBER					\$0.00			\$0.00
DECEMBER					\$0.00			\$0.00
JANUARY					\$0.00			\$0.00
FEBRUARY					\$0.00			\$0.00
MARCH					\$0.00			\$0.00
APRIL					\$0.00			\$0.00
MAY					\$0.00			\$0.00
JUNE					\$0.00			\$0.00
TOTALS	\$137,770.00	\$9,086.48	\$25,204.96	\$572.00	\$102,906.56	\$7,553.06	\$81,705.89	\$89,258.95



2014 Fire Marshal Division Statistics

Month	City Fire Property Dollar Loss/Save			Plan Review		Inspections/Investigations								Public Education			
	Loss	Value	Saved	#	Revenue	Fire Insp.	Follow-up	Sprinkler	Alarm	Supres.	Site	Other Insp.	Investig.	Smoke Alarms Installs	Car Seat Installs	Pub Ed Children	Pub Ed Adult
January	\$21,750.00	\$294,500.00	\$272,750.00	7	\$1,249.50	9	8	1	0	3	0	17	1	1	9	32	16
February	\$37,400.00	\$301,500.00	\$264,100.00	7	\$278.48	0	1	1	0	0	0	7	1	1	8	13	60
March	\$50,070.00	\$180,550.00	\$130,480.00	17	\$1,302.03	16	4	2	6	1	1	7	1	2	15	253	62
April	\$41,500.00	\$529,600.00	\$488,100.00	1	\$0.00	7	9	2	5	4	1	1	2	3	16	34	50
May	\$10,100.00	\$468,057.00	\$457,957.00	8	\$0.00	2	1	0	1	1	0	2	0	4	10	127	29
June	\$33,080.00	\$290,805.00	\$257,725.00	8	\$864.45	12	2	3	1	0	1	4	1	1	20	142	68
July	\$19,200.00	\$150,500.00	\$131,300.00	12	\$683.91	38	16	3	3	5	0	5	2	0	11	179	113
August			\$0.00														
September			\$0.00														
October			\$0.00														
November			\$0.00														
December			\$0.00														
TOTAL	\$213,100.00	\$2,215,512.00	\$2,002,412.00	60	\$4,378.37	84	41	12	16	14	3	43	8	12	89	780	398



2014 Station/Apparatus Statistics

	Station Logbook Runs			
Month	1	2	4	5
January	155	126	180	275
February	143	79	136	178
March	168	87	157	210
April	190	100	156	249
May	224	81	166	224
June	170	92	150	223
July	157	70	131	217
August				
September				
October				
November				
December				
TOTAL	1207	635	1076	1576